

Village of Indiantown

Where Great Things Grow



B i - M o n t h l y R e p o r t a n d U p d a t e :
S a t u r d a y , S e p t e m b e r 4 , 2 0 2 1

To: Honorable Mayor & Members of the Village Council

Thru: Howard W. Brown, Jr., Village Manager

From: Daniel W. Eick, Management Analyst/PIO *D. W. E*

CC: Village Staff

Date: September 3, 2021

In the interest of keeping the public informed of administrative matters on a regular basis, I am providing this report for your review and consideration:

Administration

- On Tuesday, August 31, 2021, the Village Planning, Zoning, and Appeals Board participated in formal planning commissioner training. The American Planning Association, Florida Chapter, provided this one-day training in Miami, Florida. Present at this training was PZA Board Members Palmer, Zweiner, Presler, Miley, and Shehik. The Village Manager also attended this training as well as the conference.

- On Friday, September 3, 2021, the Village received the first tranche of the American Rescue Plan Act (ARPA) Funding. The first tranche of funding is \$1,796,562. The Village Manager plans to meet with the Village Council on Thursday, September 23, 2021 and discuss spending the ARPA funds.

Village Manager's Office

Village Schedule

A schedule of upcoming events is included below:

- On Monday, September 6, Village Hall, and the Utility Billing Offices, will be closed in observation of Labor Day. Offices will reopen for regular business hours on Tuesday, September 7.
- The bid opening for request for proposals (RFQ) No. 2021-001, for Village Hall Design and Engineering, is scheduled for Tuesday, September 7, at 10:00 AM. The meeting will be held in Meeting Room A at Village Hall.
- The first Budget Hearing of 2021 is scheduled for Wednesday, September 8, at 6:30 PM. The meeting will be held in a hybrid format utilizing the Village's Council chambers and Zoom.
- Finally, the Village's next Regular Council Meeting is scheduled for Thursday, September 9, at 6:30 PM. The meeting will be held in a hybrid format utilizing the Village's Council chambers and Zoom.

Members of the public are encouraged to attend meetings. For a closer look at upcoming events, or for further information on meetings and attendance, please click on the image to the right or contact the Deputy Village Clerk at dhamburger@indiantownfl.gov.



Important Information

On Tuesday, August 24, Village Manager Howard Brown transmitted a letter to DBI Services, the Florida Department of Transportation (FDOT) contractor in charge of maintenance along Warfield Blvd., requesting notable repairs and a site visit to review the state of the roadway. A copy of that letter is attached to this document for review.

On Friday, August 27, and Friday, September 3, the Florida Department of Health (FDOH) in Martin County delivered updates on the state of COVID throughout Florida. Both presentations received by staff are attached below alongside data sheets further detailing current numbers. Further information will be provided when available.



Additionally on Friday, August 27, staff received a division memorandum from the State of Florida Division of Emergency Management (FDEM) addressing questions raised by non-entitlement units of local government on the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund (ARPA). The document provided to staff is attached below for review and distribution.

On Tuesday, August 31, staff in the Village's Community & Economic Development Department received notice from the Martin County Property Appraiser's Office that fake solicitation letters are being mailed to Martin County residents. These letters encourage property owners to pay a service fee for a Property Assessment Profile, which includes property information such as values, exemptions, comparable sales, legal descriptions and building characteristics. This information is not required to perform any work on your property and, if it is required, is provided free of charge by the Martin County Property Appraiser's Office. The original press release prepared by Martin County staff is attached for review and distribution.



MARTIN COUNTY
PROPERTY APPRAISER
Jenny Fields, CFA

Additionally on Tuesday, August 31, the legislative priorities selected by Council during Regular Meeting last month have been delivered to the Martin County Legislative Delegation. The Village's Management Analyst, Daniel Eick, delivered them to Representative Snyder's Office at 11700 SE Dixie Highway in Hobe Sound. A copy of the delivered document is attached here for review.

Finally, on Wednesday, September 1, Village Manager Howard Brown spoke with Mr. Larry Wood from Juniper Landscaping to talk about the possibility of hosting a job fair at Village Hall. Mr. Wood originally communicated his desire to Community & Economic Development Staff. Currently, the Village Manager plans to bring the topic up for discussion during Regular Meeting scheduled for Thursday, September 9, at 6:30 PM.

Village Clerk's Office

Human Resources Updates

Several updates regarding ongoing hiring processes within the Village can be found below. If you have questions or concerns, please contact the Assistant to the Village Clerk, Jennifer Norris, at jnorris@indiantownfl.gov.

The Village is currently conducting interviews for three (3) job openings. These positions include:

- Public Works & Utilities Director
- Financial Services Director



Additionally, a conditional offer of employment has been given for the Utilities Manager position. The individual is currently moving through the background check process. Further information will be provided shortly.

Finally, the Village's new Economic Development Specialist has passed the background check process and is scheduled to begin work on Monday, September 13, 2021.

Procurement Updates

The Village Clerk's Office recently released several Requests for Qualifications (RFQ's) outlined below:

- No. 2021-001, for Architectural and Engineering Services for the Village Hall Construction Project. The initial RFQ was release on Thursday, August 6, and all responses are due by Tuesday, September 7, at 10:00 AM at the latest.
- No. 2021-002, for CDBG Engineering Services related to the \$700k Street Repaving Project. The initial RFQ was release on Tuesday, August 31, and all responses are due by Tuesday, September 21, at 10:30 AM at the latest.
- No. 2021-003, for CDBG Administration Services related to the \$700k Street Repaving Project. The initial RFQ was release on Tuesday, August 31, and all responses are due by Tuesday, September 21, at 10:00 AM at the latest.

Please note, all bids must be made to the Village through the DemandStar platform. Bids made outside of DemandStar will not be accepted. For more information visit www.demandstar.com or contact the Village Clerk's Office at dhamburger@indiantownfl.gov with questions.

Community and Economic Development Department

The most recent monthly Report provided by Community and Economic Development Director, Althea Jefferson, is attached to this document for review.

Code Compliance Division

The Code Compliance Division would like to note it has currently recorded \$3,600 in outstanding administrative fees owed to the Village. This outstanding balance results from the case preparation process where an administrative fee of \$150 is levied against every case presented before the Special Magistrate. Further information will be provided on this issue when available.

Pursuant to direction given by the Village Manager, at the request of the Council, Code Compliance Division Staff has created a new section of the website providing a list of resources residents can use to comply with Village Codes. This area will be updated regularly with additional opportunities as staff become aware of them. For more information, please click the image to the right.

COMPLIANCE



Business Services Division

The Business Services Division would like to report that retail recruitment is ongoing throughout the Village. The Retail Coach is in contact with their first twenty-five (25) retail targets. A progress summary is included below in the attached Economic Development Report.

Building Services Division

The Building Services Division is currently reviewing and updating their checklists and standard operating procedures to comply with new Florida Statutes. Once these updates are completed, staff will be trained in the new procedures to maintain continuity with Florida State law.



Additionally, staff is working to develop an area on the Village website where Historical Permit Status Log's can be housed. Further information will be provided when available.

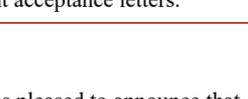
Planning and Zoning Division

On Tuesday, August 31, members of the Village's Planning, Zoning, and Appeals Board attended classes on Officials Training offered by the American Planning Association of Florida.

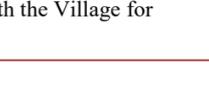
Finally, the next Planning, Zoning, and Appeals Board Meeting is scheduled for Thursday, October 7, at 6:00 PM.

Financial Services Department

As of Wednesday, September 1, the first draft of the Village's FY 2021-2022 Proposed Operating & Capital Budget has been delivered to Council. That draft is attached to this document for review and distribution. As staff move through the process of performing Public Hearings and finalizing the document, we will update the website accordingly. For more information, please click the image to the right.



As of Wednesday, August 1, public comments are being solicited on the Village's website for our Department of Economic Opportunity (DEO) Community Development Block Grant (CDBG) General Infrastructure Program applications. For more information, please click on the image to the right or click on the banner at the top of the Village's main page.



Finally, the most recent monthly Report provided by Grants Writer and Administrator, Tracy Bryant, is attached to this document for review alongside several grant acceptance letters.

Parks and Recreation Department

The Village's Parks and Recreation Superintendent, Albie Scoggins, is pleased to announce that our temporary part-time Parks Assistant, Katina Joy, is transitioning to a full-time Village employee on Monday, September 13, 2021. Ms. Joy has been working with the Village for roughly a year now and is expected to continue doing great things.

Public Works and Engineering Department

The Village's Public Works Director, William Archebelle, has several items to highlight. If you have questions, concerns, or wish to report a public works related issue, please contact publicworks@indiantownfl.gov.

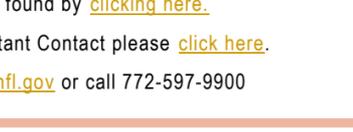
- Staff is working to coordinate several projects including CDBG grants and infrastructure programs for the Villages Development of Regional Impact (DRI) projects.
- Staff is coordinating with BrightView, the Village's mowing and landscaping contractor, to clean several areas at the base of the Big John Monahan bridge.
- Staff is working with the Utilities Department to conduct an evaluation of the Gravity Sewer Surcharge system along Jefferson Street. Further information will be provided when available.
- Finally, staff is working with the Indiantown Gas Company to coordinate easement along State Route 710 ahead of the development of the Village's Water Main Project. Further information will be provided when available.

Water + Wastewater Utilities Department

The Water + Wastewater Utilities Department has nothing to report currently.

Village of Indiantown

Village Hall: Mailing Address:
15516 SW Osceola Street, PO Box 398
Indiantown, FL 34956 Indiantown, FL 34956



Digital copies of this, and previous, Manager Reports can be found by [clicking here](#).

To sign up for e-notices and alerts from the Village via Constant Contact please [click here](#).

Questions or comments? E-mail us at villagehall@indiantownfl.gov or call 772-597-9900



August 31, 2021



From the office of Jenny Fields, CFA
Martin County Property Appraiser

Immediate Release
August 31, 2021

**Martin County Property Appraiser Office Cautions New
Property Owners About Solicitation Letters**

Stuart, FL – The Martin County Property Appraiser’s Office cautions property owners about solicitation letters periodically mailed to residents. These letters encourage property owners to pay a service fee for a Property Assessment Profile, which includes property information such as values, exemptions, comparable sales, legal descriptions and building characteristics. Below is a sample solicitation letter. In this instance, a \$95.00 service fee is charged for this information.

IMPORTANT: All this property information can be obtained for FREE from the Martin County Property Appraiser’s website (www.pa.martin.fl.us). You do not have to pay for any property information.

“With such an active real estate market, new property owners may feel this is a necessary expenditure. It is not.” said Martin County Property Appraiser Jenny Fields. “In addition, I caution property owners that these data reports can be inaccurate. It is always best to call, visit or email our Office if you have questions about your property and we will be happy to provide you the information you need.”

For more information about the Martin County Property Appraiser’s Office, please visit their website at www.pa.martin.fl.us, call (772) 288-5608, or email at info@pa.martin.fl.us.

**SAMPLE LETTER BELOW
FRONT AND BACK**

Website: pa.martin.fl.us

Hobe Sound Office
11726 SE Federal Highway
Hobe Sound, FL 33455
(772) 546-1309

Stuart Main Office
3473 SE Willoughby Blvd. Suite 101
Stuart, FL 34994
(772) 288-5608

Indiantown Office
16550 Warfield Blvd.
Indiantown, FL 34956
Call for office hours (772) 288-5608

PROPERTY SITE
8839 N. Cedar Ave Suite 387
Fresno, CA 93720-1832
PHONE: 1-888-507-1523

THIS SERVICE TO OBTAIN A COPY OF YOUR PROPERTY ASSESSMENT PROFILE IS NOT ASSOCIATED WITH ANY GOVERNMENTAL AGENCY. YOU CAN OBTAIN A COPY OF YOUR GRANT DEED OR OTHER RECORD OF TITLE FROM THE COUNTY RECORDER IN THE COUNTY WHERE YOUR PROPERTY IS LOCATED FOR A NOMINAL FEE.

RECORDED DEED NOTICE

Record ID#	
Service Fee	\$95.00
Please Respond By	09/10/2021

Detach and mail

September 2021

Please Respond by
09/10/2021

Parcel Number

PAY BY PHONE
1-888-507-1523

Se habla español

Property Site recommends that all homeowners obtain a copy of their **Property Assessment Profile** which includes a complimentary copy of your **current Grant Deed or other record of title**. These documents can provide evidence that the property atwas, in fact, transferred and/or has interest to the individual(s)

The "Property Assessment Profile" is a comprehensive property report that provides a wealth of information on the property that can be used to verify property information is recorded correctly, as mistakes can affect property taxes. Legal description and information, flood information and maps, home valuations and projections, history, comparable properties and more is included.

Records obtained through public information show a Grant Deed or other record of title was recorded in your name on which indicates your ownership and/or interest in the specified property below.

MARTIN COUNTY PUBLIC INFORMATION

Recording Date:
Transaction Amount:

Year Built:
Square Feet:

Land Use Desc: SFR
Carrier Code: R002

Legal Property Address:

To obtain a copy of your **Property Assessment Profile** and complimentary **Grant Deed or other record of title**, Please detach and return in the enclosed envelope with your service fee of **\$95.00** You will receive your documents and report within **21** business days.

Upon receipt of your service fee, your request will be submitted for document preparation and review. If for any reason your request for a **Property Assessment Profile** and complimentary **Grant Deed or other record of title** cannot be obtained, your service fee will be immediately refunded.

- Total Assessed Value
- Total Assessor Market Value
- Total Tax Amount
- Tax Year
- Subject Property legal Description
- Comparable Sales Data
- Area Sales & Tax Analysis
- Tax Delinquency
- Homeowners Exemption
- Tax Exemption
- Prior Transfer Recording Date
- Flood Report
- Shows the Recorded Transfer Date
- Shows the Sale Amount
- Shows the Square Footage

Property Site uses powerful software and cutting edge algorithms to analyze public information to create **Property Assessment Profile Report**. Due to the costs associated, we charge a service fee of **\$95.00** for the **Property Assessment Profile Report**. As an additional benefit to our clients, we also include a complimentary copy of the current **Grant Deed or other record of title**. This is a complimentary copy and is not part of the **\$95.00** service fee. **This is not a bill. This is a solicitation.** You are under no legal obligation to pay the amount stated, unless you accept this offer. If you are not 100% satisfied with this product, simply return it within 30 days for a full refund.





Record ID#	
Service Fee	\$95.00
Please Respond By	09/10/2021



ORDER ONLINE
 pkg23.psorders.org
 Record ID# 629-9477470



PAY BY PHONE
 1-888-507-1523
 Se habla español



PAY BY MAIL
 Make check payable to:
PROPERTY SITE
 PO BOX 910
 Norco, CA 92860-0917

Recording Process: The vast majority of states in the United States employ a system of recording legal instruments that affect the title of real estate as the exclusive means for publicly documenting land titles and interests. The recording systems are established by state statute. They usually provide for the office of a recorder in each county or other jurisdiction.

Real Property: Real Property is property that includes land, buildings and anything affixed to the land. Real property only includes those structures that are affixed to the land and not those which can be removed such as mobile homes and equipment.

Real Property Records: Real Property Records contain all of the recorded data associated with a particular Real estate. Real Property definition includes many different types of properties such as residential, condominium, commercial, industrial, vacant land, mobile home, and time-shares.

Forms of Property Ownership: Real property can be held in several different methods, which affect income tax, estate tax, continuity, liability, survivorship, transferability, disposition at death, and at bankruptcy.

Property Site uses powerful software and cutting edge algorithms to analyze public information to create Property Assessment Profile Report. Due to the costs associated, we charge a service fee of \$95.00 for the Property Assessment Profile Report. As an additional benefit to our clients, we also include a complimentary copy of the current Grant Deed or other record of title. This is a complimentary copy and is not part of the \$95.00 service fee. This is not a bill. This is a solicitation. You are under no legal obligation to pay the amount stated, unless you accept this offer. If you are not 100% satisfied with this product, simply return it within 30 days for a full refund.

This service is to obtain a copy of your Property Assessment Profile Report. You can obtain a copy of your grant deed or other record of title from the county recorder.

THIS PRODUCT OR SERVICE HAS NOT BEEN APPROVED OR ENDORSED BY ANY GOVERNMENTAL AGENCY, AND THIS OFFER IS NOT BEING MADE BY AN AGENCY OF THE GOVERNMENT.

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Property Site: Uses powerful software to aggregate and analyze public information. Using cutting edge algorithms and machine learning we have created a Property Assessment Profile Report that provides the highest value to homeowners. It includes the following, as available:

- Total Assessed Value
- Total Assessor Market Value
- Total Tax Amount
- Tax Year
- Subject Property Comparable Values
- Tax assessed values for up to 15 closest residential properties to the subject property
- Subject Property legal Description
- Subject Property Current Recorded Owner
- Comparable Sales Data
- Area Sales and Tax Analysis
- Tax Delinquency
- Homeowners Exemption
- Tax Exemption
- Prior Transfer Recording Date
- Flood Report
- Shows evidence that a transfer, or interest, was recorded for the subject property or entity
- Shows evidence to verify that the recorded information is indeed correct and mistake free
- Shows evidence that the subject property was recorded to the new owner
- Shows the owners right to possess and use the subject property
- Shows evidence of the subject property's legal description
- Shows the recorded transfer date
- Shows the sale amount
- Shows the square footage

Cory Rubal
Community Outreach Specialist
 Representing Jenny Fields, CFA w Martin County Property Appraiser
 772.221.1374w cory.rubal@pa.martin.fl.us
 3473 SE Willoughby Blvd., Suite 101, Stuart, FL 34994
 Website: www.pa.martin.fl.us

COVID-19 Weekly Situation Report: State Overview

Previous week (August 20, 2021 - August 26, 2021)

Published August 27, 2021



All data are provisional and subject to change. Data include only Florida residents.

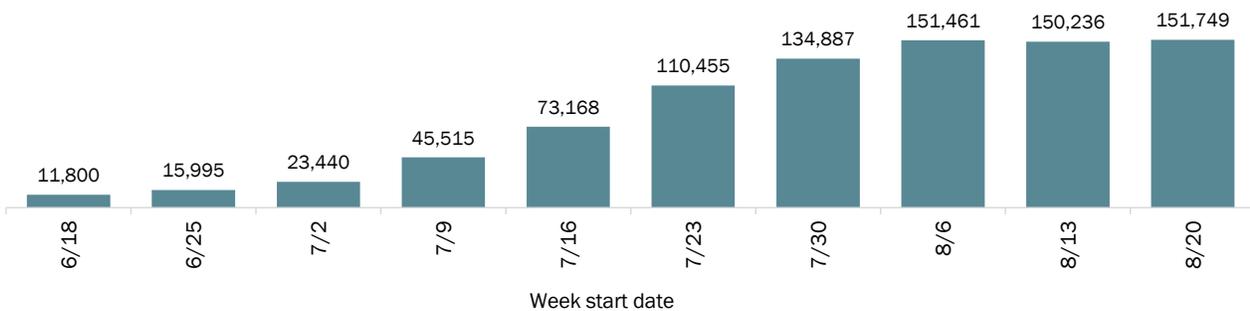
Case data	Previous week	Cumulative
Total	151,749	3,179,714
New case positivity	16.8%	20.3%
Deaths	389	43,979

Vaccine data	Previous week	Cumulative
People vaccinated	461,034	12,916,873
First dose	184,753	2,131,688
Series completed	276,281	10,785,185

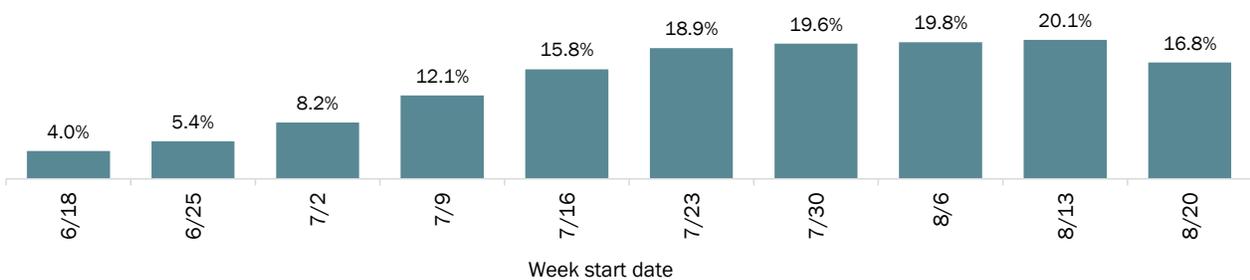
See additional notes at the end of this report for information on positivity rate, deaths, and vaccination status.

Vaccine age groups	Population	Vaccinated
Total	19,119,043	68%
12-19	1,972,084	49%
20-29	2,744,987	48%
30-39	2,784,698	57%
40-49	2,669,253	66%
50-59	2,925,172	73%
60-64	1,438,783	81%
65+	4,584,066	87%

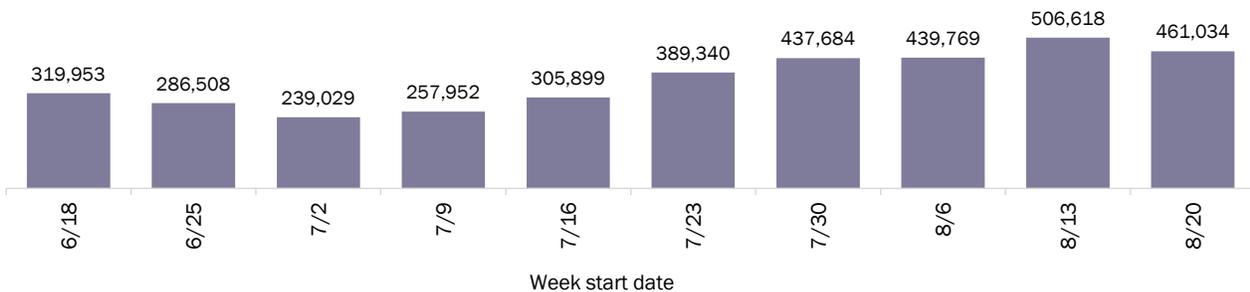
New cases for the past 10 weeks



New case positivity for the past 10 weeks



Number of doses administered in the past 10 weeks



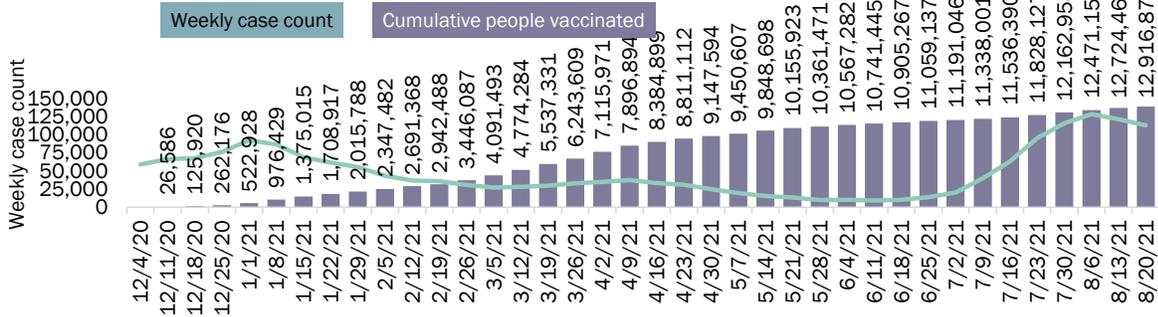
COVID-19 Weekly Situation Report: Vaccination Impact

Previous week (August 20, 2021 - August 26, 2021)

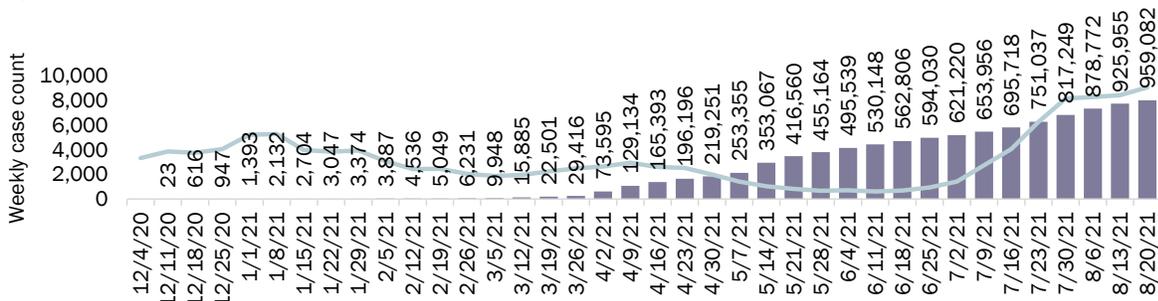


Cases and cumulative people vaccinated

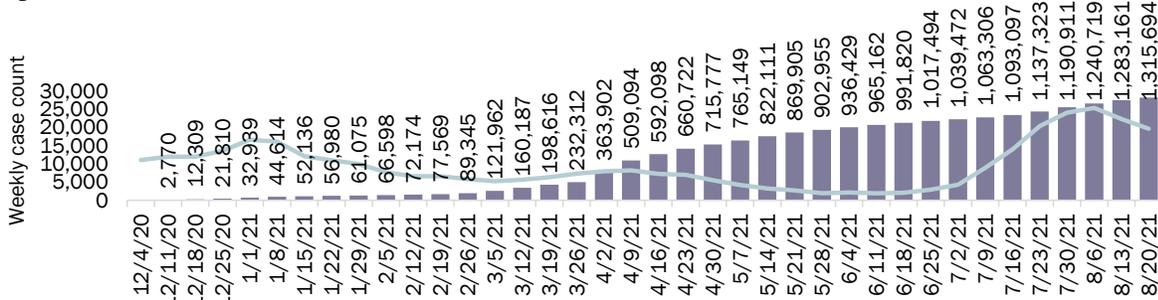
All ages 12+



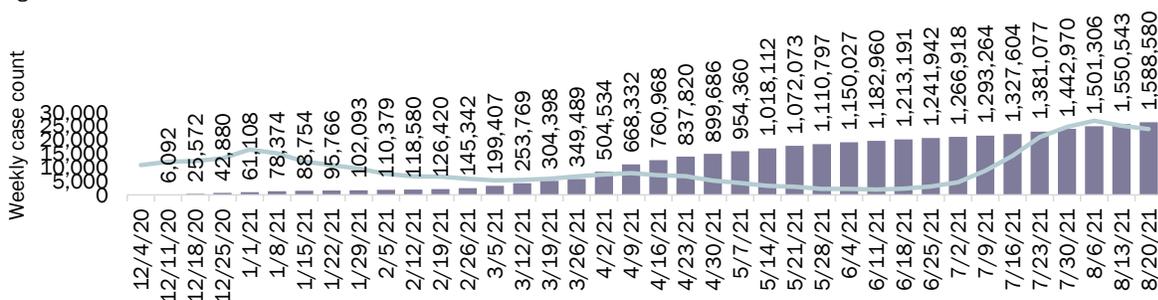
Ages 12 to 19



Ages 20 to 29



Ages 30 to 39



Week start date

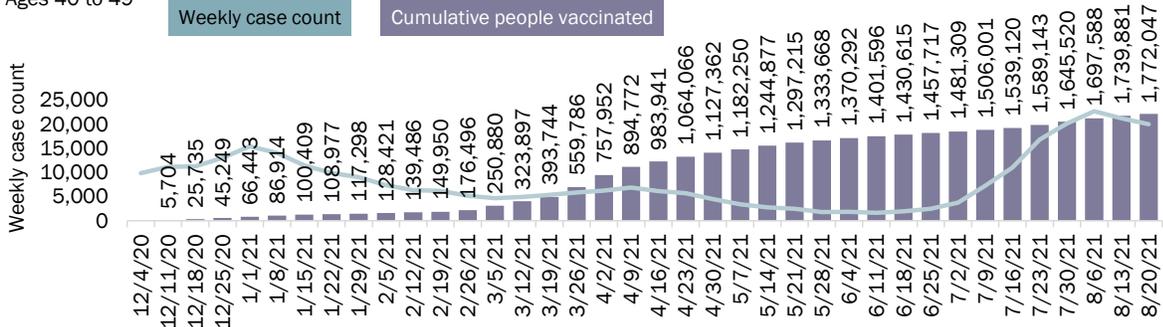
COVID-19 Weekly Situation Report: Vaccination Impact

Previous week (August 20, 2021 - August 26, 2021)

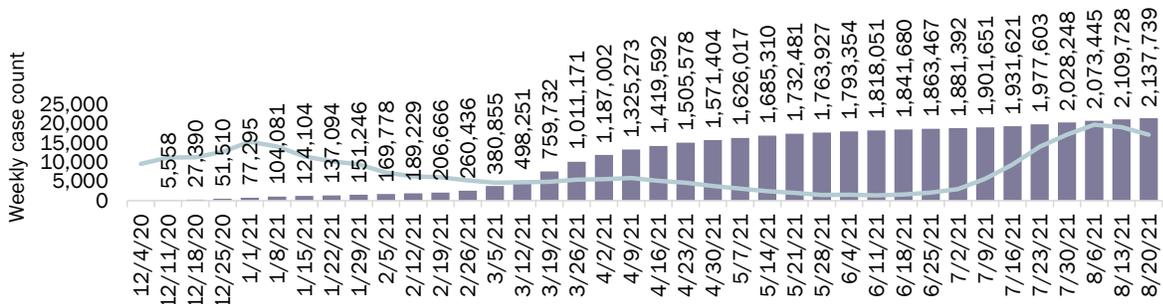


Cases and cumulative people vaccinated

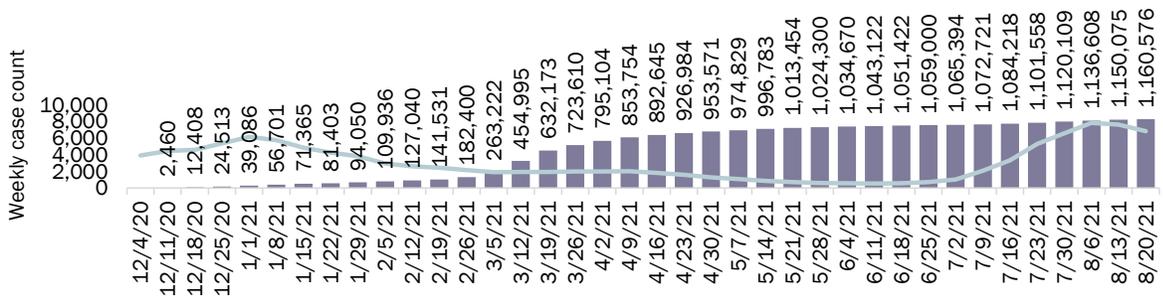
Ages 40 to 49



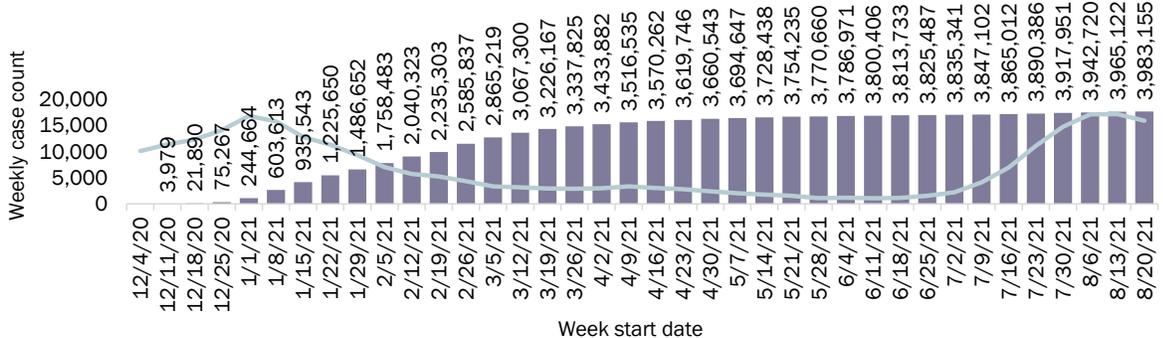
Ages 50 to 59 years



Ages 60 to 64 years



Ages 65+ years



COVID-19 Weekly Situation Report: County Overview

Previous week (August 20, 2021 - August 26, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 20, 2021 - August 26, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Florida	21,975,117	12,916,873	68%	3,179,714	20.3%	192,408	151,749	16.8%	690.5
Alachua	272,746	156,882	66%	33,855	15.8%	1,991	1,520	11.9%	557.3
Baker	28,864	9,926	41%	5,372	28.6%	192	225	19.7%	779.5
Bay	177,856	77,406	50%	28,558	26.1%	1,448	1,126	22.8%	633.1
Bradford	28,906	11,382	45%	4,664	29.8%	245	313	26.9%	1,082.8
Brevard	611,202	345,844	64%	68,833	19.2%	5,127	4,498	19.1%	735.9
Broward	1,965,657	1,301,020	77%	320,837	18.1%	17,331	11,664	12.9%	593.4
Calhoun	15,008	4,749	36%	2,620	28.4%	91	160	25.0%	1,066.1
Charlotte	188,061	122,515	70%	18,626	18.1%	1,255	1,304	21.4%	693.4
Citrus	151,314	78,053	57%	16,555	22.4%	1,211	1,096	23.3%	724.3
Clay	223,483	99,037	52%	29,161	23.0%	1,889	1,166	21.4%	521.7
Collier	393,793	252,980	72%	48,574	19.8%	3,411	2,281	18.6%	579.2
Columbia	71,288	26,756	44%	12,993	30.8%	698	771	23.8%	1,081.5
Dade	2,918,507	2,177,331	86%	620,499	20.9%	32,560	16,706	10.4%	572.4
Desoto	36,613	16,695	52%	5,610	24.8%	367	360	25.4%	983.3
Dixie	16,738	5,676	39%	2,376	25.2%	185	158	27.5%	944.0
Duval	1,002,075	496,220	59%	149,122	21.6%	9,003	4,859	15.1%	484.9
Escambia	327,107	140,187	50%	45,904	21.5%	2,719	3,067	25.1%	937.6
Flagler	116,671	69,128	66%	12,032	19.3%	785	936	20.6%	802.3
Franklin	12,295	5,387	49%	1,913	23.1%	120	126	34.8%	1,024.8
Gadsden	46,481	24,179	61%	7,641	23.6%	342	302	15.1%	649.7
Gilchrist	18,218	6,418	41%	2,539	25.4%	205	214	26.1%	1,174.7
Glades	13,290	5,811	48%	1,218	34.5%	113	64	41.6%	481.6
Gulf	14,829	6,364	49%	2,695	24.9%	128	102	22.8%	687.8
Hamilton	14,648	4,523	35%	2,347	24.9%	80	178	25.2%	1,215.2
Hardee	27,585	9,979	44%	4,894	28.9%	255	435	34.5%	1,576.9
Hendry	40,936	17,598	52%	6,426	27.4%	414	427	25.3%	1,043.1
Hernando	195,123	96,734	56%	23,770	23.1%	1,733	2,003	25.9%	1,026.5
Highlands	105,105	55,125	59%	12,493	22.3%	1,018	1,153	26.5%	1,097.0
Hillsborough	1,508,560	799,619	62%	205,706	21.5%	11,804	11,811	18.9%	782.9

COVID-19 Weekly Situation Report: County Overview

Previous week (August 20, 2021 - August 26, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 20, 2021 - August 26, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Holmes	20,211	5,240	30%	3,143	29.9%	125	192	27.4%	950.0
Indian River	160,707	103,893	72%	18,847	18.6%	1,532	1,299	23.9%	808.3
Jackson	47,261	17,546	42%	8,761	26.8%	286	379	18.8%	801.9
Jefferson	14,887	6,964	52%	2,091	23.9%	130	139	20.6%	933.7
Lafayette	8,799	3,325	43%	2,004	44.4%	106	85	27.1%	966.0
Lake	377,680	214,104	65%	45,262	19.3%	3,324	2,541	19.7%	672.8
Lee	773,456	443,063	65%	103,302	21.3%	6,813	7,691	25.0%	994.4
Leon	303,541	152,794	57%	43,402	20.5%	2,174	1,788	11.0%	589.0
Levy	41,859	18,039	49%	5,672	25.9%	475	441	25.5%	1,053.5
Liberty	8,837	2,786	35%	1,595	26.4%	65	101	25.1%	1,142.9
Madison	19,299	7,557	45%	2,893	26.0%	196	219	25.1%	1,134.8
Manatee	405,480	229,057	64%	54,605	19.2%	3,250	3,469	16.6%	855.5
Marion	372,469	192,780	59%	47,244	24.0%	3,197	3,228	25.1%	866.6
Martin	162,810	95,386	65%	17,003	17.0%	1,212	648	14.7%	398.0
Monroe	76,335	52,347	76%	9,111	15.6%	717	386	15.8%	505.7
Nassau	89,151	46,652	60%	13,272	23.3%	647	607	21.8%	680.9
Okaloosa	206,418	89,511	51%	28,732	26.3%	1,794	1,836	32.1%	889.5
Okeechobee	42,449	16,648	46%	5,935	24.8%	463	534	35.6%	1,258.0
Orange	1,457,445	858,281	69%	199,787	17.6%	13,363	9,048	14.9%	620.8
Osceola	401,594	246,474	73%	62,666	19.5%	4,419	2,576	16.8%	641.4
Palm Beach	1,486,178	918,715	71%	197,754	18.8%	11,792	8,595	13.9%	578.3
Pasco	549,517	296,999	62%	65,142	21.9%	4,716	4,433	21.2%	806.7
Pinellas	992,298	569,502	64%	114,284	19.2%	6,779	6,790	18.0%	684.3
Polk	719,665	366,007	59%	107,867	24.6%	7,529	7,510	23.2%	1,043.5
Putnam	73,398	29,333	46%	10,360	26.4%	579	580	25.3%	790.2
Santa Rosa	186,998	81,486	51%	26,301	27.2%	1,743	2,101	28.3%	1,123.5
Sarasota	441,179	295,112	73%	46,212	16.5%	3,196	3,375	16.5%	765.0
Seminole	486,795	275,852	65%	53,437	21.0%	3,343	2,747	17.7%	564.3
St. Johns	275,222	168,020	71%	33,917	21.4%	2,059	1,442	19.0%	523.9
St. Lucie	322,154	180,562	64%	40,193	22.7%	2,800	2,322	25.1%	720.8

COVID-19 Weekly Situation Report: County Overview

Previous week (August 20, 2021 - August 26, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 20, 2021 - August 26, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Sumter	137,317	94,054	72%	12,311	17.6%	659	592	17.4%	431.1
Suwannee	46,509	14,973	37%	7,772	31.8%	396	575	28.2%	1,236.3
Taylor	22,762	8,410	43%	3,787	28.9%	307	401	26.8%	1,761.7
Union	15,511	7,125	53%	2,716	20.5%	125	116	24.4%	747.9
Unknown		25,850		5	0.0%	177	1	0.4%	
Volusia	552,328	301,377	62%	65,192	21.6%	3,979	2,607	18.6%	472.0
Wakulla	33,815	14,658	50%	5,263	24.3%	336	342	19.0%	1,011.4
Walton	74,427	34,602	54%	10,161	23.3%	714	750	26.1%	1,007.7
Washington	25,397	8,265	37%	3,880	28.6%	171	238	22.3%	937.1

COVID-19 Weekly Situation Report: Demographics Overview

Previous week (August 20, 2021 - August 26, 2021)



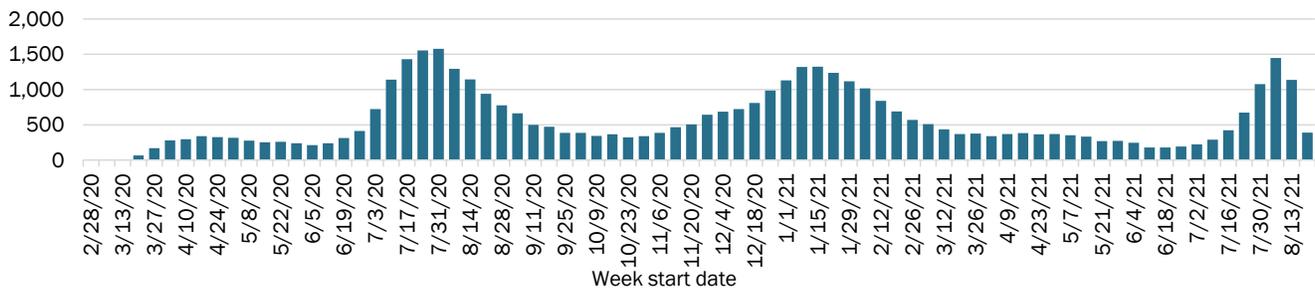
County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 20, 2021 - August 26, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
All ages	21,975,117	12,916,873	68%	3,179,714	20.3%	192,408	151,749	16.8%	690.5
<12	2,856,074			251,661	16.9%		26,475	19.4%	927.0
12-19	1,972,084	959,082	49%	310,554	22.5%	33,127	21,740	23.1%	1102.4
20-29	2,744,987	1,315,694	48%	556,400	23.9%	32,533	19,634	17.3%	715.3
30-39	2,784,698	1,588,580	57%	544,022	23.1%	38,037	24,000	17.7%	861.9
40-49	2,669,253	1,772,047	66%	478,532	22.5%	32,166	20,019	16.7%	750.0
50-59	2,925,172	2,137,739	73%	447,444	20.2%	28,011	17,114	14.9%	585.1
60-64	1,438,783	1,160,576	81%	174,796	17.5%	10,501	6,849	13.6%	476.0
65+	4,584,066	3,983,155	87%	414,669	15.3%	18,033	15,912	11.7%	347.1
Unknown				1,636	7.4%		6	21.4%	
All genders	21,975,117	12,916,873	68%	3,179,714	20.3%	192,408	151,749	16.8%	690.5
Female	11,235,512	6,940,083	71%	1,659,799	20.1%	99,772	77,138	15.3%	686.6
Male	10,739,605	5,950,472	64%	1,469,218	20.9%	92,443	66,592	18.0%	620.1
Unknown		26,318		50,697	15.4%	193	8,019	28.8%	
White	16,975,231	8,122,537	48%	1,815,862	24.1%	97,844	79,933	17.7%	470.9
Hispanic	5,352,032	1,970,732	37%	643,666	30.2%	31,471	20,094	16.7%	375.4
Non-Hispanic	11,623,199	4,408,051	38%	1,050,199	24.2%	42,942	52,374	18.2%	450.6
Unknown		1,743,754		121,997	11.7%	23,431	7,465	17.6%	
Black	3,725,308	1,099,303	30%	454,501	25.9%	26,120	22,093	16.6%	593.1
Hispanic	307,860	76,228	25%	26,179	28.9%	1,819	1,118	18.2%	363.2
Non-Hispanic	3,417,448	809,664	24%	399,106	28.0%	17,505	19,252	16.5%	563.3
Unknown		213,411		29,216	12.4%	6,796	1,723	16.8%	
Other	1,274,578	1,813,732	142%	479,270	21.6%	37,507	19,592	13.6%	1537.1
Hispanic	209,716	637,060	304%	237,194	27.8%	14,026	7,522	15.8%	3586.8
Non-Hispanic	1,064,862	667,051	63%	174,931	21.2%	5,896	7,992	11.8%	750.5
Unknown		509,621		67,145	12.4%	17,585	4,078	14.5%	
Unknown		1,881,301		430,081	10.4%	30,937	30,131	17.3%	
Hispanic		123,847		77,120	13.9%	1,343	5,175	13.7%	
Non-Hispanic		127,048		25,408	9.5%	1,394	2,085	10.1%	
Unknown		1,630,406		327,553	9.9%	28,200	22,871	19.7%	
Florida	21,975,117	12,916,873	68%	3,179,714	20.3%	192,408	151,749	16.8%	690.5

COVID-19 Weekly Situation Report: Death Overview

Previous week (August 20, 2021 - August 26, 2021)



2021 deaths by week of death (43,979 deaths)



Summary of deaths by age group, gender, race, and ethnicity

Age group	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Under 16	12	381,573	0.0%	0.3
16-29	244	737,042	0.0%	6.5
30-39	557	544,022	0.1%	20.0
40-49	1,493	478,532	0.3%	55.9
50-59	3,554	447,444	0.8%	121.5
60-64	3,225	174,796	1.8%	224.1
65+	34,894	414,669	8.4%	761.2
Unknown	0	1,636		
Florida	43,979	3,179,714	1.4%	200.1

Race	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
White	32,007	1,815,862	1.8%	188.6
Black	7,245	454,501	1.6%	194.5
Other	3,566	479,270	0.7%	279.8
Unknown	1,161	430,081	0.3%	
Florida	43,979	3,179,714	1.4%	200.1

Gender	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Female	19,342	1,659,799	1.2%	172.2
Male	24,634	1,469,218	1.7%	229.4
Unknown	3	50,697	0.0%	
Florida	43,979	3,179,714	1.4%	200.1

Ethnicity	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Non-Hispanic	31,269	1,649,644	1.9%	194.2
Hispanic	10,091	984,159	1.0%	171.9
Unknown	2,619	545,911	0.5%	
Florida	43,979	3,179,714	1.4%	200.1

COVID-19 Weekly Situation Report: Data Notes

Previous week (August 20, 2021 - August 26, 2021)



General notes

All data are provisional and subject to change. All data exclude persons known to reside outside Florida.

Population data are based on the 2021 population estimates from Florida CHARTS: www.FLHealthCHARTS.com/FLQUERY_New/Population/Count.

Previous week runs from Friday through Thursday. Weekly reports are published on Fridays.

Case notes

Case and death counts include individuals who meet a standardized national surveillance case definition. For more information on Florida's surveillance case definitions, visit www.floridahealth.gov/diseases-and-conditions/disease-reporting-and-management/disease-reporting-and-surveillance/_documents/covid-19-case-definition.pdf.

Other race includes Asian, native Hawaiian/Pacific Islander, or other.

New case positivity

New case positivity, based on the number of people for whom the department received PCR or antigen laboratory results, is the number of people who test positive for the first time divided by all the people tested that week, excluding people who have previously tested positive.

Vaccination notes

Data in this summary pertain to COVID-19 vaccines approved by the U.S. Food and Drug Administration and have been issued an Emergency Use Authorization (Janssen COVID-19 Vaccine, Moderna COVID-19 Vaccine and Pfizer-BioNTech COVID-19 Vaccine). These data summarize the number of people who have received either their first dose or have completed the series for a COVID-19 vaccine. A person can only be counted in one category, first dose or series complete. For persons receiving Moderna or Pfizer vaccines, once they receive their second dose, they are moved from the first dose column to the series completed column. Because of this, the total first dose category may show a change from report to report not matching the total receiving their first dose from the previous day. Persons receiving Johnson & Johnson vaccines will always be counted in the series completed column.

First dose: current number of people who have only received their first dose of the Moderna or Pfizer vaccine.

Series complete: current number of people who have received both Moderna or Pfizer vaccine doses or one Johnson & Johnson dose and are considered fully immunized.

COVID-19 Weekly Situation Report: State Overview

Previous week (August 27, 2021 - September 2, 2021)

Published September 03, 2021



All data are provisional and subject to change. Data include only Florida residents.

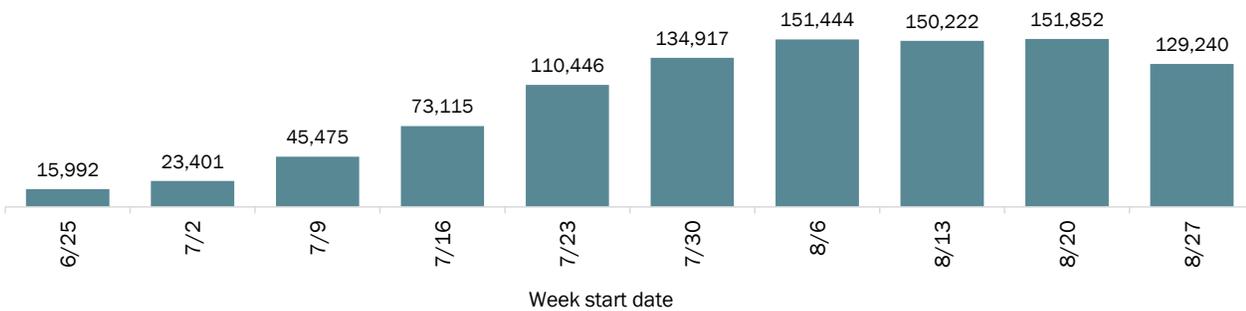
Case data	Previous week	Cumulative
Total	129,240	3,308,916
New case positivity	15.2%	20.8%
Deaths	433	46,324

Vaccine data	Previous week (doses administered)	Cumulative (people vaccinated)
Total	462,269	13,124,436
First dose	168,300	2,065,249
Series completed	237,047	10,880,393
Additional dose	56,922	178,794

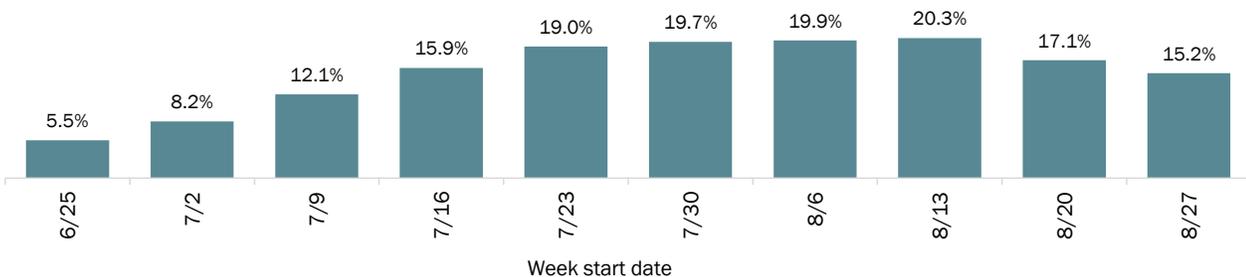
See additional notes at the end of this report for information on positivity rate, deaths, and vaccination status.

Vaccine age groups	Population	Vaccinated
Total	19,119,043	69%
12-19	1,972,084	50%
20-29	2,744,987	49%
30-39	2,784,698	59%
40-49	2,669,253	68%
50-59	2,925,172	74%
60-64	1,438,783	81%
65+	4,584,066	87%

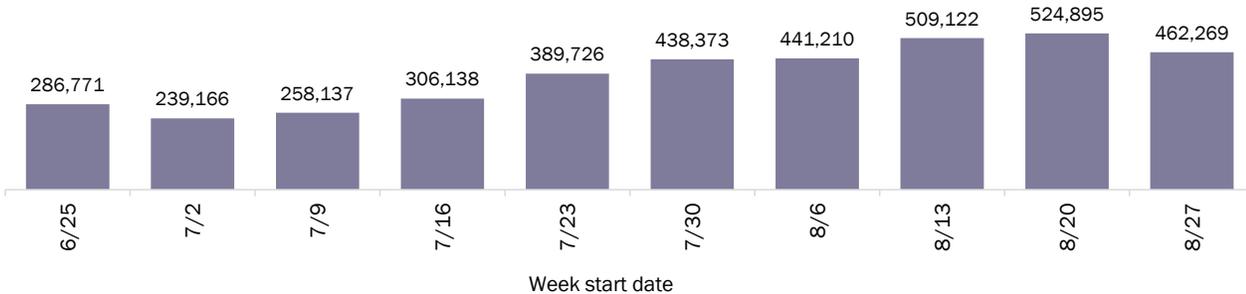
New cases for the past 10 weeks



New case positivity for the past 10 weeks



Number of doses administered in the past 10 weeks



COVID-19 Weekly Situation Report: Vaccination Impact

Previous week (August 27, 2021 - September 2, 2021)

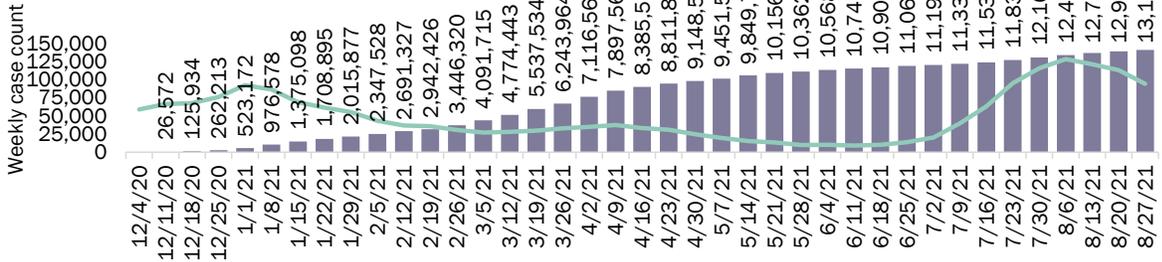


Cases and cumulative people vaccinated

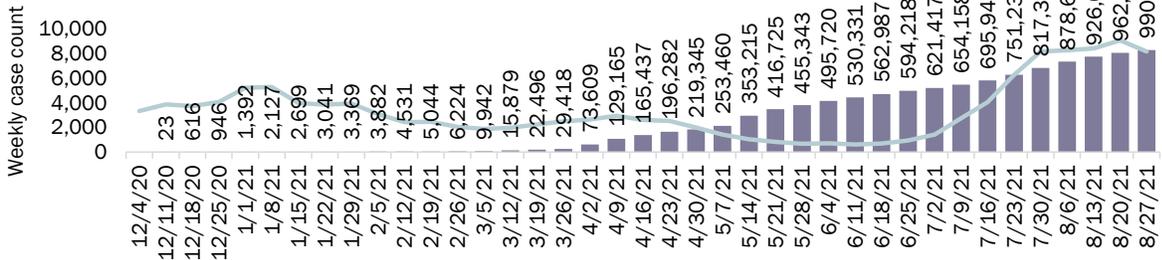
All ages 12+

Weekly case count

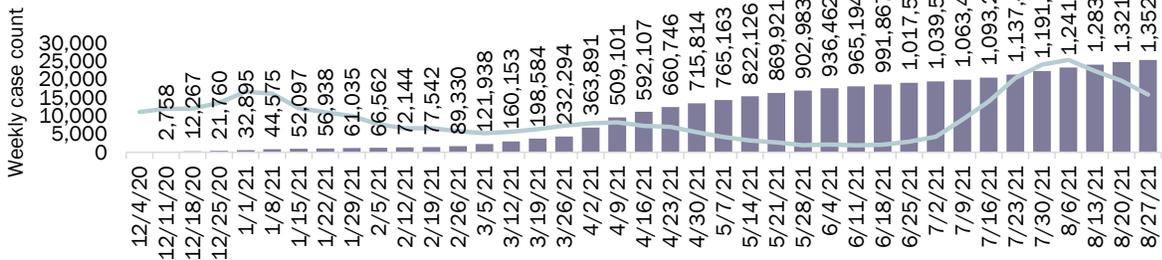
Cumulative people vaccinated



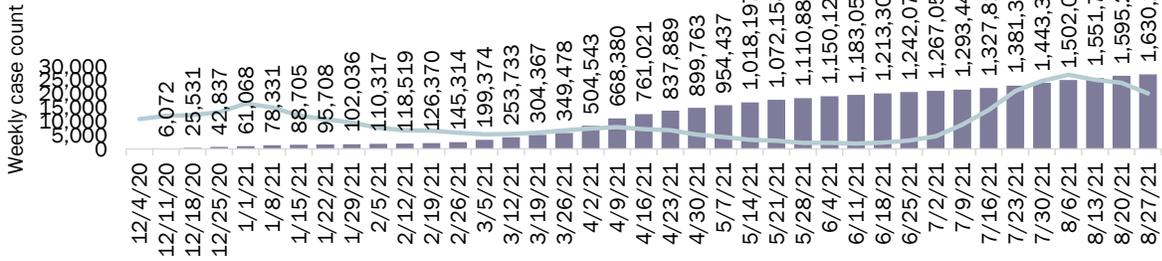
Ages 12 to 19



Ages 20 to 29



Ages 30 to 39



Week start date

COVID-19 Weekly Situation Report: Vaccination Impact

Previous week (August 27, 2021 - September 2, 2021)

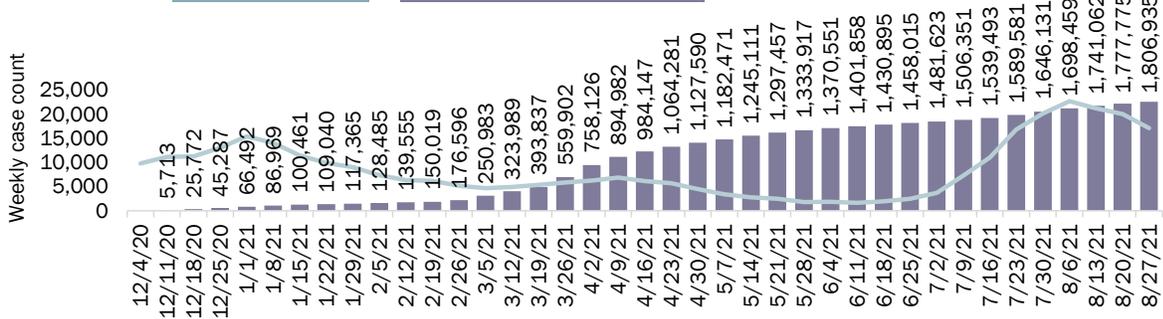


Cases and cumulative people vaccinated

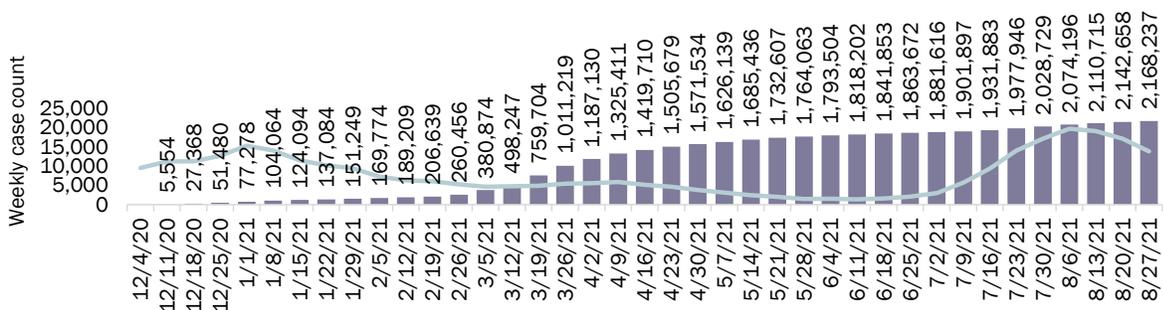
Ages 40 to 49

Weekly case count

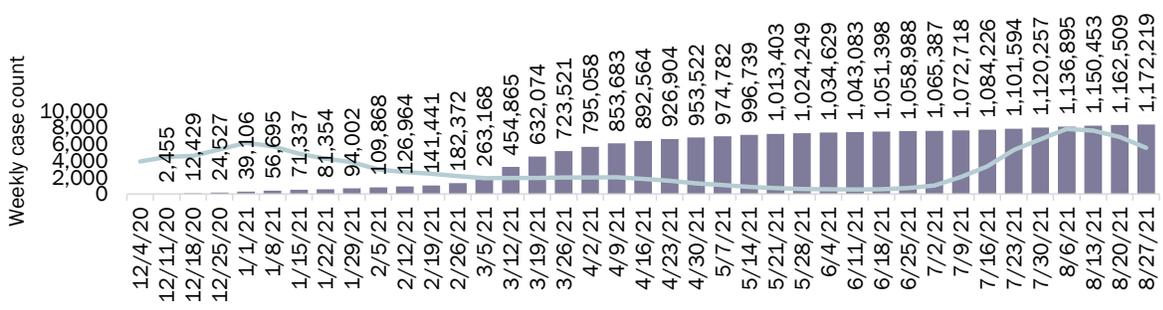
Cumulative people vaccinated



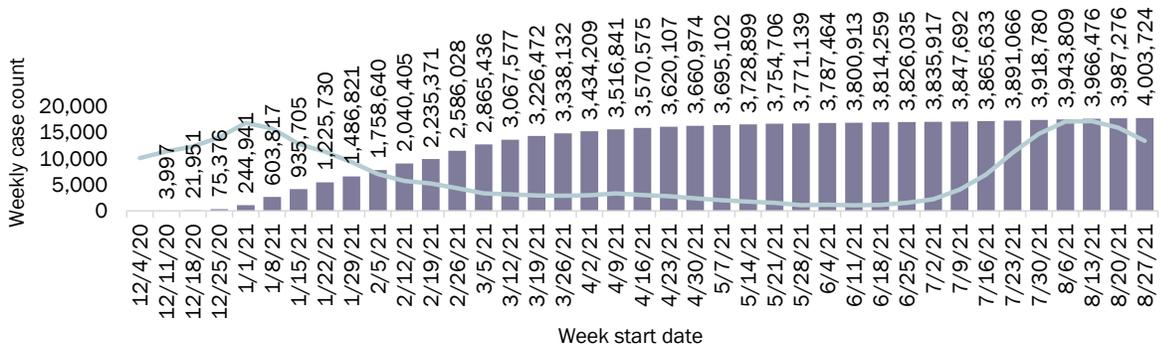
Ages 50 to 59 years



Ages 60 to 64 years



Ages 65+ years



COVID-19 Weekly Situation Report: County Overview

Previous week (August 27, 2021 - September 2, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 27, 2021 - September 02, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Florida	21,975,117	13,124,436	69%	3,308,916	20.8%	174,756	129,240	15.2%	588.1
Alachua	272,746	159,120	66%	35,315	16.2%	1,566	1,458	11.7%	534.6
Baker	28,864	10,185	42%	5,579	29.1%	217	211	22.9%	731.0
Bay	177,856	78,865	51%	29,458	26.3%	1,197	899	17.5%	505.5
Bradford	28,906	11,615	46%	4,882	30.5%	188	222	22.4%	768.0
Brevard	611,202	351,791	65%	72,518	19.7%	4,617	3,681	17.0%	602.3
Broward	1,965,657	1,319,685	78%	329,682	18.3%	16,090	8,949	10.5%	455.3
Calhoun	15,008	4,853	37%	2,708	28.9%	98	88	18.3%	586.4
Charlotte	188,061	123,909	71%	19,889	18.9%	1,217	1,259	20.0%	669.5
Citrus	151,314	79,260	58%	17,629	23.2%	938	1,066	22.8%	704.5
Clay	223,483	100,971	53%	30,430	23.6%	1,683	1,265	22.8%	566.0
Collier	393,793	256,513	73%	50,730	20.3%	3,144	2,158	19.1%	548.0
Columbia	71,288	27,396	45%	13,597	31.5%	542	612	22.1%	858.5
Dade	2,918,507	2,210,809	88%	632,579	21.0%	28,310	12,163	8.1%	416.8
Desoto	36,613	17,274	54%	6,031	25.8%	488	421	23.2%	1,149.9
Dixie	16,738	5,824	40%	2,526	26.2%	118	146	27.3%	872.3
Duval	1,002,075	505,183	60%	153,259	21.8%	7,783	4,138	13.8%	412.9
Escambia	327,107	143,011	51%	48,427	22.2%	2,252	2,516	23.3%	769.2
Flagler	116,671	69,942	67%	12,826	20.0%	683	789	22.7%	676.3
Franklin	12,295	5,577	50%	2,031	24.1%	175	117	29.6%	951.6
Gadsden	46,481	24,601	62%	7,915	23.9%	378	281	11.9%	604.5
Gilchrist	18,218	6,600	42%	2,700	26.3%	156	161	24.4%	883.7
Glades	13,290	5,905	49%	1,273	35.1%	76	52	26.1%	391.3
Gulf	14,829	6,507	50%	2,795	25.4%	112	106	22.5%	714.8
Hamilton	14,648	4,605	36%	2,495	25.9%	67	147	25.3%	1,003.5
Hardee	27,585	10,305	45%	5,252	30.0%	282	356	28.8%	1,290.6
Hendry	40,936	18,142	54%	6,997	28.7%	454	573	28.0%	1,399.7
Hernando	195,123	98,603	57%	25,084	23.8%	1,630	1,303	19.9%	667.8
Highlands	105,105	56,056	60%	13,565	23.6%	810	1,072	27.3%	1,019.9
Hillsborough	1,508,560	814,027	63%	215,506	22.0%	11,581	9,773	17.4%	647.8

COVID-19 Weekly Situation Report: County Overview

Previous week (August 27, 2021 - September 2, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 27, 2021 - September 02, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Holmes	20,211	5,370	31%	3,350	30.9%	122	209	27.6%	1,034.1
Indian River	160,707	105,457	73%	19,966	19.4%	1,303	1,118	22.5%	695.7
Jackson	47,261	17,952	43%	9,112	27.3%	317	345	18.6%	730.0
Jefferson	14,887	7,077	53%	2,185	24.3%	92	92	13.9%	618.0
Lafayette	8,799	3,399	44%	2,080	44.6%	68	76	23.8%	863.7
Lake	377,680	217,588	66%	47,510	19.8%	2,898	2,236	18.8%	592.0
Lee	773,456	450,197	66%	110,885	22.3%	6,148	7,569	22.2%	978.6
Leon	303,541	155,011	58%	45,169	20.9%	1,978	1,766	10.5%	581.8
Levy	41,859	18,535	51%	6,081	27.0%	407	409	27.7%	977.1
Liberty	8,837	2,860	36%	1,663	27.1%	62	68	18.7%	769.5
Madison	19,299	7,697	45%	3,118	26.9%	131	223	18.9%	1,155.5
Manatee	405,480	232,780	65%	57,671	19.9%	3,039	3,062	16.6%	755.2
Marion	372,469	196,292	60%	50,296	24.9%	2,769	3,052	23.7%	819.4
Martin	162,810	96,581	66%	17,812	17.5%	1,158	825	18.7%	506.7
Monroe	76,335	52,995	77%	9,451	15.9%	611	345	15.0%	452.0
Nassau	89,151	47,355	61%	13,896	24.0%	587	628	21.8%	704.4
Okaloosa	206,418	91,355	52%	30,451	27.2%	1,477	1,718	31.7%	832.3
Okeechobee	42,449	16,938	47%	6,416	26.1%	270	484	32.0%	1,140.2
Orange	1,457,445	873,125	70%	207,104	18.0%	12,765	7,254	13.4%	497.7
Osceola	401,594	251,256	74%	65,124	19.8%	4,064	2,494	15.6%	621.0
Palm Beach	1,486,178	931,401	72%	204,641	19.1%	10,919	6,863	12.6%	461.8
Pasco	549,517	302,375	63%	68,963	22.6%	4,453	3,840	19.4%	698.8
Pinellas	992,298	577,145	65%	119,980	19.8%	6,444	5,693	16.3%	573.7
Polk	719,665	374,719	61%	114,059	25.3%	7,328	6,174	19.6%	857.9
Putnam	73,398	30,034	48%	11,075	27.5%	596	714	27.4%	972.8
Santa Rosa	186,998	83,237	52%	28,365	28.4%	1,376	2,065	27.6%	1,104.3
Sarasota	441,179	298,290	74%	49,079	17.2%	2,743	2,880	15.3%	652.8
Seminole	486,795	279,628	66%	55,974	21.5%	3,083	2,535	16.1%	520.8
St. Johns	275,222	170,123	72%	35,510	21.9%	1,779	1,577	17.7%	573.0
St. Lucie	322,154	183,486	65%	42,386	23.4%	2,450	2,187	24.0%	678.9

COVID-19 Weekly Situation Report: County Overview

Previous week (August 27, 2021 - September 2, 2021)



County	2021 population	Cumulative (since March 1, 2020)				Previous week (August 27, 2021 - September 02, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
Sumter	137,317	94,708	72%	12,830	18.0%	530	516	15.4%	375.8
Suwannee	46,509	15,363	38%	8,281	32.9%	344	502	26.4%	1,079.4
Taylor	22,762	8,649	44%	4,104	29.7%	188	305	18.6%	1,340.0
Union	15,511	7,268	54%	2,822	21.0%	120	107	23.7%	689.8
Unknown		26,042		1	0.0%	110	-	0.0%	
Volusia	552,328	306,122	63%	67,388	22.0%	4,020	2,175	16.8%	393.8
Wakulla	33,815	15,114	51%	5,594	25.0%	345	334	15.8%	987.7
Walton	74,427	35,347	55%	10,722	23.8%	652	576	19.9%	773.9
Washington	25,397	8,431	38%	4,124	29.5%	158	242	24.5%	952.9

COVID-19 Weekly Situation Report: Demographics Overview

Previous week (August 27, 2021 - September 2, 2021)



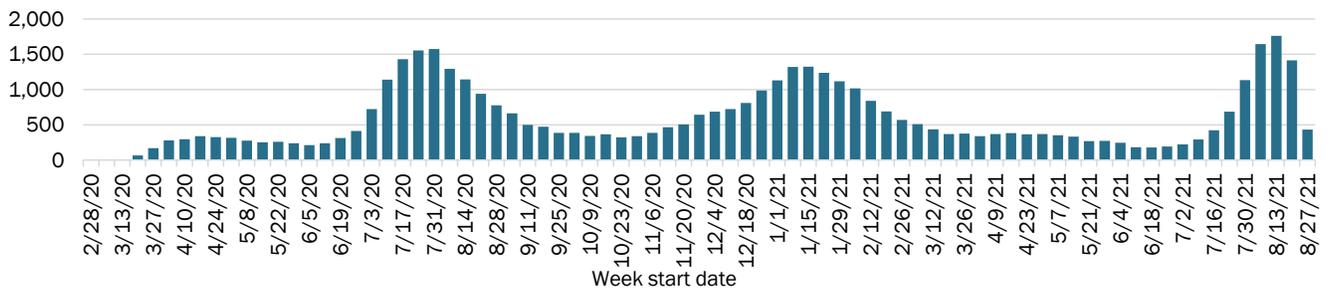
Demographic	2021 population	Cumulative (since March 1, 2020)				Previous week (August 27, 2021 - September 02, 2021)			
		People vaccinated	Percent 12+ vaccinated	Cases	Case positivity	People vaccinated	Cases	New case positivity	Cases per 100,000 population
All ages	21,975,117	13,124,436	69%	3,308,916	20.8%	174,756	129,240	15.2%	588.1
<12	2,856,074			275,196	17.6%		23,557	16.8%	824.8
12-19	1,972,084	990,881	50%	330,239	23.1%	27,936	19,687	21.1%	998.3
20-29	2,744,987	1,352,160	49%	572,290	24.3%	30,933	15,852	15.6%	577.5
30-39	2,784,698	1,630,280	59%	564,226	23.6%	34,990	20,203	16.0%	725.5
40-49	2,669,253	1,806,935	68%	495,665	22.9%	29,160	17,116	15.2%	641.2
50-59	2,925,172	2,168,237	74%	461,276	20.6%	25,579	13,834	13.1%	472.9
60-64	1,438,783	1,172,219	81%	180,348	17.8%	9,710	5,553	12.0%	386.0
65+	4,584,066	4,003,724	87%	428,040	15.6%	16,448	13,426	10.7%	292.9
Unknown				1,636	7.4%		12	44.4%	
All genders	21,975,117	13,124,436	69%	3,308,916	20.8%	174,756	129,240	15.2%	588.1
Female	11,235,512	7,046,449	72%	1,726,867	20.5%	89,788	66,387	14.0%	590.9
Male	10,739,605	6,050,065	65%	1,526,641	21.3%	83,381	56,181	16.0%	523.1
Unknown		27,922		55,408	16.0%	1,587	6,672	25.1%	
White	16,975,231	8,217,287	48%	1,889,608	24.6%	88,863	68,223	16.0%	401.9
Hispanic	5,352,032	2,005,975	37%	663,340	30.5%	28,949	16,960	14.7%	316.9
Non-Hispanic	11,623,199	4,459,626	38%	1,099,992	24.6%	39,180	45,265	16.6%	389.4
Unknown		1,751,686		126,276	12.0%	20,734	5,998	15.6%	
Black	3,725,308	1,128,970	30%	474,583	26.4%	24,750	18,630	14.8%	500.1
Hispanic	307,860	78,897	26%	27,292	29.3%	1,672	972	16.3%	315.7
Non-Hispanic	3,417,448	831,675	24%	417,217	28.4%	16,435	16,157	14.7%	472.8
Unknown		218,398		30,074	12.7%	6,643	1,501	15.4%	
Other	1,274,578	1,876,298	147%	497,169	21.9%	34,963	16,668	12.3%	1307.7
Hispanic	209,716	660,099	315%	245,060	28.1%	13,056	6,676	14.3%	3183.4
Non-Hispanic	1,064,862	691,026	65%	182,720	21.6%	5,354	6,843	10.8%	642.6
Unknown		525,173		69,389	12.7%	16,553	3,149	12.5%	
Unknown		1,901,881		447,556	10.7%	26,180	25,719	15.7%	
Hispanic		124,560		81,079	14.1%	1,138	4,409	12.1%	
Non-Hispanic		127,635		26,904	10.0%	965	1,890	9.2%	
Unknown		1,649,686		339,573	10.2%	24,077	19,420	18.1%	
Florida	21,975,117	13,124,436	69%	3,308,916	20.8%	174,756	129,240	15.2%	588.1

COVID-19 Weekly Situation Report: Death Overview

Previous week (August 27, 2021 - September 2, 2021)



2021 deaths by week of death (46,324 deaths)



Summary of deaths by age group, gender, race, and ethnicity

Age group	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Under 16	13	416,660	0.0%	0.3
16-29	283	761,065	0.0%	7.6
30-39	621	564,226	0.1%	22.3
40-49	1,659	495,665	0.3%	62.2
50-59	3,921	461,276	0.9%	134.0
60-64	3,454	180,348	1.9%	240.1
65+	36,373	428,040	8.5%	793.5
Unknown	0	1,636		
Florida	46,324	3,308,916	1.4%	210.8

Race	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
White	33,679	1,889,608	1.8%	198.4
Black	7,644	474,583	1.6%	205.2
Other	3,747	497,169	0.8%	294.0
Unknown	1,254	447,556	0.3%	
Florida	46,324	3,308,916	1.4%	210.8

Gender	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Female	20,371	1,726,867	1.2%	181.3
Male	25,931	1,526,641	1.7%	241.5
Unknown	22	55,408	0.0%	
Florida	46,324	3,308,916	1.4%	210.8

Ethnicity	Deaths	Cases	Case fatality rate	Mortality per 100,000 population
Non-Hispanic	33,070	1,726,833	1.9%	205.3
Hispanic	10,460	1,016,771	1.0%	178.2
Unknown	2,794	565,312	0.5%	
Florida	46,324	3,308,916	1.4%	210.8

COVID-19 Weekly Situation Report: Data Notes

Previous week (August 27, 2021 - September 2, 2021)



General notes

All data are provisional and subject to change. All data exclude persons known to reside outside Florida.

Population data are based on the 2021 population estimates from Florida CHARTS: www.FLHealthCHARTS.com/FLQUERY_New/Population/Count.

Previous week runs from Friday through Thursday. Weekly reports are published on Fridays.

Case notes

Case and death counts include individuals who meet a standardized national surveillance case definition. For more information on Florida's surveillance case definitions, visit www.floridahealth.gov/diseases-and-conditions/disease-reporting-and-management/disease-reporting-and-surveillance/_documents/covid-19-case-definition.pdf.

Other race includes Asian, native Hawaiian/Pacific Islander, or other.

New case positivity

New case positivity, based on the number of people for whom the department received PCR or antigen laboratory results, is the number of people who test positive for the first time divided by all the people tested that week, excluding people who have previously tested positive.

Vaccination notes

Data in this summary pertain to COVID-19 vaccines approved by the U.S. Food and Drug Administration and have been issued an Emergency Use Authorization (Janssen COVID-19 Vaccine, Moderna COVID-19 Vaccine and Pfizer-BioNTech COVID-19 Vaccine). These data summarize the number of people who have received either their first dose or have completed the series for a COVID-19 vaccine. A person can only be counted in one category, first dose or series complete. For persons receiving Moderna or Pfizer vaccines, once they receive their second dose, they are moved from the first dose column to the series completed column. Because of this, the total first dose category may show a change from report to report not matching the total receiving their first dose from the previous day. Persons receiving Johnson & Johnson vaccines will always be counted in the series completed column.

First dose: current number of people who have only received their first dose of the Moderna or Pfizer vaccine.

Series complete: current number of people who have received both Moderna or Pfizer vaccine doses or one Johnson & Johnson dose and are considered fully immunized.

Additional dose: current number of people who have received an additional dose of Pfizer-BioNTech COVID-19 vaccine or Moderna COVID-19 vaccine. This dose is recommended for persons with moderately or severely compromised immune systems.



VILLAGE OF INDIANTOWN
RECOMMENDED PROJECT LIST BROKEN DOWN BY PROJECT NAME, TYPE, DESCRIPTION AND ESTIMATED COST

	PROJECT NAME	TYPE	DESCRIPTION	JUSTIFICATION	COST ESTIMATE
1	ARP Construction Manager/Project Manager (Contract Position)	Contractual Position	Temporary Contractor to Assist with new projects that will be approved per the American Rescue Plan funding. This position will also be responsible for handling procurement of ARP funds.		\$70,000
2	Loss of General Fund and Special Revenue Fund	Loss of General and Special Revenue Fund	Based on our analysis of the 2019 and 2020 audit: the following revenue types in the general and special revenue funds were impacted e.g. gas tax, communications, ½ cent sales tax, permit fees, franchise fees, miscellaneous revenue, and investment earnings		\$83,966
3	Looping Project	SRF Eligible project	Provide brief description of the looping project. Martin County will provide 1.5M of this funding for a total of \$2.8M.		\$1,300,000
4	ARP Senior Accountant	Contractual position	It is anticipated that by adding an additional \$3.5 Million to our budget under the American Recovery Plan will dramatically add accounting transactions to the workload of existing team members. We currently have (1) part-time Accountant and we are need of (1) full time Accountant position from July 1, 2021 to April 28, 2023.		\$82,000
5	Enterprise Resource Planning (ERP)	Technology	Software that is needed to manage online systems that will respond to the impact of COVID-19 on our day-to-day operations. This system will automate various systems such as procurement, parks and recreation scheduling,		\$145,000



**VILLAGE OF INDIANTOWN
RECOMMENDED PROJECT LIST BROKEN DOWN BY PROJECT NAME, TYPE, DESCRIPTION AND ESTIMATED COST**

	PROJECT NAME	TYPE	DESCRIPTION	JUSTIFICATION	COST ESTIMATE
6	Automated Water Meter Reading	Technology	This system would be state of the art. It would allow rate payers track and monitor their respective usage and water bill. It allows for us to reduce staffing and redirect personnel to other important tasks (no meter reading). It reduces person-to-person contact thereby complying with ARPA Final Interim Rule (Approx. 1900 meter upgrades).		\$740,000.00
7	Booker Park Ball field Renovation Project	Parks	Complete re-do of ball fields on or after December 31, 2021		\$166,000
8	Big Mound Fall Field Renovation Project	Parks	Complete re-do of ball fields on or after December 31, 2021 Filed A: \$119,000. Field E: \$99,000. Field D: \$61,700 Field B: \$45,000		\$324,700.00
9	Small Business Grant Assistance	Community and Economic Development	To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits. (Emphasis added, small business) [100 businesses would receive \$2000 grant]		\$200,000.00



VILLAGE OF INDIANTOWN
RECOMMENDED PROJECT LIST BROKEN DOWN BY PROJECT NAME, TYPE, DESCRIPTION AND ESTIMATED COST

	PROJECT NAME	TYPE	DESCRIPTION	JUSTIFICATION	COST ESTIMATE
10	Affordable Housing and Code Enforcement Initiative	Owner-Occupied Minor Home Repair Program	Owner-Occupied Minor Home Repair Program will utilize the first-come-first-ready-first-served system. Applicatins will be accepted until funds are exhausted. The owner-occupied Minor Home Repair Program will assist homeowners with home repairs to correct health and safety hazards, as well as address any building or code deficiencies of owner-occupied properties.		\$250,000.00
11	Electric Vehicle	Chevrolet Bolt EV Pool Vehicle	Pool vehicle for staff and council use. Saves fuel and is energy efficient		\$37,000.00
12	Park Master Plan	Parks	Parks Master Plan		\$50,000.00
13	Big Mound Park Retrofit Prlject/Redevelopment Project	Parks	Retrofitting of Big Mound Park and Interior renovation of existing primary building or complete rebuild.		\$24,000.00
14					
14					
15					
16					
17					

Total:
\$3,472,666



STATE OF FLORIDA

DIVISION OF EMERGENCY MANAGEMENT

Ron DeSantis
Governor

Kevin Guthrie
Director

MEMORANDUM

TO: Non-entitlement Units, Recipients
FROM: Stephanie Stachowicz, General Counsel, Division of Emergency Management
DATE: August 27, 2021
SUBJECT: American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund Agreement



This memorandum addresses questions raised by some non-entitlement units ("NEUs") regarding certain provisions of the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund Agreement between the Division and Recipients.

First, regarding subparagraph (j) of paragraph 13, some NEUs have expressed concern that, by requiring compliance with section 112.061, Florida Statutes, this provision could be interpreted as restricting the ability of NEUs to set their own per diem and travel expense policies as permitted under section 166.021(9)(b), Florida Statutes. The Division will consider compliance with section 166.021(9)(b), Florida Statutes, as compliance with subparagraph (j).

Second, regarding subparagraph (m) of paragraph 13, some NEUs have expressed concern that the limit placed on the use of interest earned on investment of funds conflicts with recent Department of Treasury guidance ("Guidance"). To the extent this provision conflicts with the Guidance, the Division will consider compliance with the Guidance as compliance with subparagraph (m).

As a reminder, the deadline for disbursement of funds is approaching and the Division will need executed agreements in place to ensure timely disbursement of funds. Please contact the Division with any questions.

**Community & Economic Development Department
Bi-Monthly Report
September 1, 2021**

Planning & Zoning Development Review Services

PROJECT NAME: Parkview Apartments				
Application Type	Applicant	Location	Request	Status
Major Site Plan Approval	Atway and Sehayik	06-40-39-001-005-00080-2	A proposed two-story 36 unit multifamily live/work apartment building located on 1.08 acres on the corner of SW Adams and SW 153 rd .	DRC meeting was held on January 22, 2021. Re-submittal was received on May 26, 2021.
PROJECT NAME: Indiantown DRI PUD				
Application Type	Applicant	Location	Request	Status
Pre-Application Meeting Request to discuss a potential Master Site Plan modification and amendments to the DRI and PUD Agreements	Warfield Investments, LLC	31-39-39-000-000-00019-0 32-39-39-000-000-00020-5 06-40-39-000-000-00010-9 06-40-39-003-002-00260-9	Master site plan approval for approximately 805 acre DRI/PUD (2,488 residential units; 100,000 square feet of commercial space); and, Major site plan approval for Phase 1a (228 single family units; 174 townhomes) of the PUD.	A pre-application meeting has been held. Submittal and mini DRC was held on June 22, 2021. Re-submittal was received on June 29, 2021, currently under review.
PROJECT NAME: Seminole Junction				
Application Type	Applicant	Location	Request	Status
Pre-Application Request to discuss a potential Minor Site Plan development	Gino Francovilla	17000 SW Railroad Avenue	Minor Site Plan Approval for a mixed-use development consisting of 20 residential units and 8 live/work units.	A pre-application meeting has been held. Staff is awaiting a formal application submittal for the development.
PROJECT NAME: River Oak				
Application Type	Applicant	Location	Request	Status
Pre-Application Meeting Request to discuss a potential Major Site Plan development	Ecoventures Capital Fund, LLC	08-40-39-000-000-00190-7; part of 07-40-39-000-000-00011-0 So of Warfield Blvd., between Famel Blvd. and Fernwood Forest Road.	Major Site Plan development approval for a residential rental community consisting of 153 (3- and 4-bedroom) single-family homes.	A pre-application meeting has been held. The major site plan application was received and found to be incomplete. Re-Submittal was received on 8/31/2021.
PROJECT NAME: Barrera				
Application Type	Applicant	Location	Request	Status
Minor Site Plan Application	Albert Barrera	36-39-38-000-000-00000-0	Minor Site Plan Approval to for outdoor equipment storage.	Application for Minor Administrative Development has been approved with conditions.
PROJECT NAME: Citrus- Residential				
Application Type	Applicant	Location	Request	Status
Pre-Application Request to discuss a potential Minor Site Plan Development	Jesus Rodriguez	04-40-39-000-000-00120-1	Minor Site Plan Approval consisting of 11 single family homes each on 0.5 acres on an existing lot of 6.3 acres.	A pre-application meeting has been held. Staff is awaiting a formal application submittal for the development.
PROJECT NAME: Indiantown Go Kart				
Application Type	Applicant	Location	Request	Status
Major Site Plan Approval	CSV Palm Beach, Inc.	06-40-39-001004-00010-0	Major Site Plan Approval for a new Go-Kart track with 3,170 square feet shop/ office.	DRC meeting was held on 6/8/2021. Applicant is preparing a resubmittal.
PROJECT NAME: Grindhard Ammunition				
Application Type	Applicant	Location	Request	Status
Pre-Application Request to discuss a potential Major Site Plan Development	Austin Weiss	35-39-38-000-000-00030-8	Major Site Plan Approval for a new manufacturing ammunition facility that will be 20,000 square feet, with a 160 square feet accessory storage facility.	Pre-application meeting was held on 7/6/2021. Applicant is preparing for Major Site Plan application, and a Special Exception application for an outdoor firing range.
PROJECT NAME: RCC Construction				
Application Type	Applicant	Location	Request	Status
Pre-Application request to discuss a potential Major Site Plan Development	RCC Construction, LLC	26-39-38-002-000-00090-0, 26-39-38-002-000-00100-0, 26-39-38-002-000-00110-0, 0, 26-39-38-002-000-00120-0, 0, 26-39-38-002-000-00130-0, 0, 26-39-38-002-000-00140-0	Major Site Plan Approval for a new modular construction manufacturing facility that will be 25,000 square feet, with 5 acres dedicated to concrete casting areas.	Pre-application meeting was held on 7/28/2021. Applicant is preparing for Major Site Plan application, and a potential parking variance. Staff is to determine if a PUD amendment is needed, or if the applicant can just go through a unity of title to unite the individual lots 10-14

PLANNING & ZONING HIGHLIGHTS

Planning, Zoning, and Appeals Board members attended the Planning Officials Training on August 31, 2021. The training was offered by the American Planning Association of Florida. Additionally, Althea P. Jefferson, our Community & Economic Development Director attended the Florida Planning Conference. The conference offered information on various topics which included: "high-profile planning issues such as sea level rise, traffic congestion, and increasingly unattainable housing."

Business Services

BUSINESS APPLICATIONS, CONSULTATIONS, AND OUTREACH

Certificate of Use Applications	Zoning Verification App.	Community/Joint/Business Development Board Meetings		Special Events	
1	2	2		0	
Consultations In Person	Building Services	Business Services	Over the Phone	Planning & Zoning	Over the Phone
	17	5	5	17	12

BUSINESS SERVICES HIGHLIGHTS

The Village continues to review business applications for zoning compliance and certificate of use.

The Village will be sending notices to all Indiantown Businesses to notify them to obtain a Certificate of Use.

Economic Development- Retail Recruitment Update

Retailer/ Restaurant	Status	Status Date	Feedback
7-Eleven	Contacted - Pending Feedback	6/28/2021	
ALDI	Contacted - Pending Feedback	6/28/2021	
Anytime Fitness	Not Right Now	6/30/2021	6/30/21: "Thanks for reaching out and sending these over. At this point I don't have any activity in or around Indiantown unfortunately. If that does change I will certainly reach out to you though." -Bob
Arby's	Not Interested	6/28/2021	6/28/21: "No interest. Thank you." - Michael
Checkers	Contacted - Pending Feedback	6/28/2021	
CVS	Contacted - Pending Feedback	6/28/2021	
Dairy Queen	Contacted - Pending Feedback	6/28/2021	
Dominos	Contacted - Pending Feedback	6/29/2021	
Fairfield Inn	Not Interested	6/30/2021	6/30/21: "Thank you for your inquiry and interest in Marriott, but there is not enough demand in this area for any of our hotel brands to pencil." -Tim
Hampton Inn	Need Franchisee	7/19/2021	7/19/21: "Thank you for reaching out to me. Hilton is now a 100% franchised company; therefore, any hotel development is generated by our franchisees. If you find a hotel developer interested in investing \$8 to \$10 million in a hotel in Indiantown, please send them our way." -Gary
Holiday Inn Express	Contacted - Pending Feedback	6/28/2021	
Papa Johns	Not Right Now	6/30/2021	6/30/21: "Thanks for reaching out. We are not targeting this area at this time but I'm sure this will change over the next 6-12 months. Let's stay in touch." -Mark
Popeye's			
Publix	Contacted - Pending Feedback	6/30/2021	6/30/21: "I appreciate the feedback and information about the Indiantown area; however, unless you have a site that you control (owned, under contract, etc.), I cannot speak to our interest about any particular market." -John
RaceTrac	Interested - Requested Available Sites	6/29/2021	6/29/21: "Chris Klein helps us with this market, if you have any sites you're listing please send them his way to take a look at. Thanks for keeping us in mind" -Spencer
Sonic	Not Interested	6/28/2021	6/28/21: "No interest. Thank you." - Michael
Starbucks	Contacted - Pending Feedback	6/29/2021	
T-Mobile	Contacted - Pending Feedback	6/28/2021	
Taco Bell	Contacted - Pending Feedback	6/28/2021	
Tropical Smoothie Café	Need Franchisee	6/29/2021	6/29/21: "I am in receipt of your information on Indiantown, FL. I am the real estate manager covering Florida. Indiantown would be too small of a market for us currently. We need significant retail activity (grocery, big box, fast casual, etc.) in the trade areas we target. I also don't have an active franchisee in that part of the market as well." Don
Walgreens	Contacted - Pending Feedback	6/28/2021	
Wawa	Contacted - Pending Feedback	6/28/2021	
Wendy's	Not Right Now	6/29/2021	6/29/21: "We have looked at Indiantown but comp performance, traffic counts and pop. just aren't at the levels we like to see." -Jerrit
Winn-Dixie	Contacted - Pending Feedback	6/28/2021	
Zaxby's	Contacted - Pending Feedback	6/28/2021	

Code Compliance Services

CODE COMPLIANCE CASES

Total Code Cases	Total Nuisance Abatement Cases	New Cases Opened - Current Reporting Period	Field Consultations	Cases Initiated by Complaint	Cases Initiated Through Inspector Observation	Courtesy Notices Issued
160	6	20	12	6	14	15

SPECIAL MAGISTRATE SUMMARY - August 24, 2021

Total Cases Scheduled for Magistrate	Total Cases Heard by Magistrate	Total Cases Requesting Continuance	Compliance Level (Cases Resolved Prior to Magistrate)	Other Actions	Next Meeting Date and Projected Number of Cases
8	3	0	5	(3) Final Orders	September 21, 2021 (20 Cases)

TOP FIVE (5) VIOLATIONS

Building Permits Required	Illegal Snipe Signs	Displaying Addresses	Overgrown Properties	Property Maintenance/ Outdoor Storage
6	16	10	8	11

SUMMARY OF VILLAGE IMPOSED LIENS

Case	Address	Owner	Status	Final Order Date	Imposition Date	Violations	Daily Fine Amount	Fines Started	Total Days	Admin.	Current Fines Due-to-date
19-006	14636 SW 170th Avenue	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$143,400.00
19-007	14637 SW 170th Avenue	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$143,400.00
19-008	14636 SW 169th Drive	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$143,400.00
19-009	14626 SW 169th Drive	Carletta L Woody	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$143,400.00
20-013	14896 SW Indian Mound Drive	Lucas Rivera	Complied	3/10/2020	8/18/2020	2	\$200.00	4/11/2020	431	\$200.00	\$101,600.00
TOTAL:											\$675,200.00

CODE COMPLIANCE HIGHLIGHTS

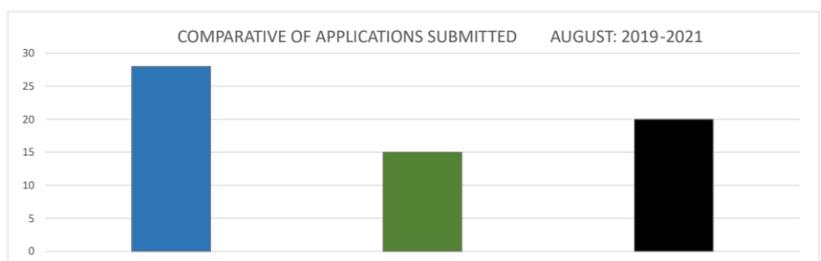
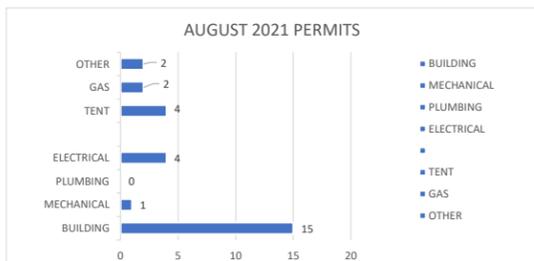
Throughout the case preparation process the Code Compliance Department imposes an administrative fee of \$150.00 on every case presented before the Special Magistrate. The Code Compliance Department has currently recorded \$4,325.00 in outstanding administrative fees owed to the Village of Indiantown.

In the interest and safety of Indiantown residents, the Code Compliance team will continue to inform the public of potential hazards throughout the hurricane season that could result from excessive/ loose outdoor storage of miscellaneous materials and objects. Residents will be provided with an informational hand-out summarizing hurricane safety measures.

Building Services

BUILDING PERMITS

Permits Applications Received	Certificate of Occupancy (CO) Issued for Residential	Certificate of Occupancy (CO) Issued for Non-Residential	Building Permit Application Trends		
			2021	2020	2019
28	0	0	28	16	24
Permits Issued	Inspections Completed		28	16	24
22	28				



BUILDING SERVICES HIGHLIGHTS

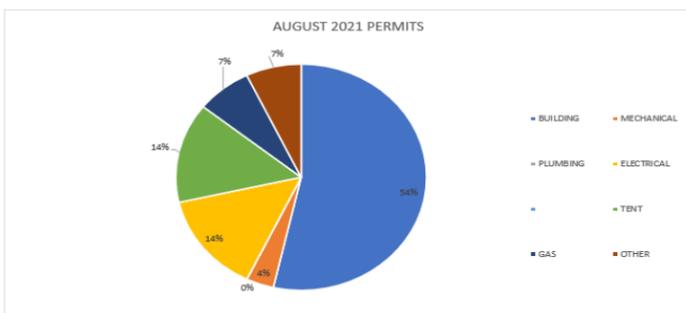
Building Services Division is in the process of providing Historical Permit status log on our website. Building Services Division is also reviewing and updating permit submittal checklists pursuant to new Florida Statutes. Current Standard Operating Procedures for the Building Services Division are also being updated. The Building Services Division will be undergoing training on new operating procedures.



2021 BUILDING PERMIT REPORT

Prepared by: Permit Technician.
Date: August, 2021

PERMIT NUMBER	FEE	CONSTRUCTION VALUE	ADDRESS	PARCEL NUMBER ID	DESCRIPTION	TYPE OF PERMIT	APPLIED	APPROVED	DATE OF LAST INSPECTION	DATE PERMIT CLOSED
185-2021	\$416.85	\$8,000.00	15374 SW Seminole Dr.	05-40-39-001-004-00070-9	Re-Roof Remove existing and replace with 5v Metal	B	8/3/2021	8/5/2021		
186-2021	\$139.59	\$5,445.00	14474 SW Rake Dr.	31-39-39-001-011-00060-0	Covering 11 openings with accordian Hurricane Shutters	B	8/3/2021	8/3/2021		
187-2021	\$139.59	\$3,424.00	16385 SW Indianwood Cir.	31-39-39-001-014-00260-0	Install Accordian Hurricane Shutters	B	8/3/2021	8/3/2021		
188-2021	\$416.85	\$43,900.00	15320 SW Palm Dr.	08-40-39-001-000-00350-2	Re-Roof. Install new metal roof	B	8/4/2021	8/5/2021		
189-2021	\$277.90	\$4,460.86	15380 SW Palm Dr.	08-40-39-001-000-00320-9	Installation of A/G 120 gallon propane tank with service line to all appliance	G	8/4/2021	8/5/2021	8/31/2021	
190-2021	\$277.90	\$8,800.00	16044 SW Indianwood Cir	31-39-39-001-006-00250-0	Install an .024 gauge rolled aluminum roof over manufacture home 28x63	B	8/4/2021	8/5/2021		
191-2021	\$139.59	\$1,362.50	16392 SW Indianwood Cir.	31-39-39-001-002-00020-0	200A Panel Change out with upgraded grounding system	E	8/5/2021	8/10/2021	8/26/2021	8/26/2021
192-2021	\$277.90	\$8,000.00	14963 Sw Johnson Ave	05-40-39-003-012-00110-2	Window replacement (7) openings	B	8/6/2021	8/10/2021		
193-2021	\$292.90	\$2,200.00	15933 SW Indianwood Cir	31-39-39-001-003-00080-0	Roof Over with Metal	B	8/9/2021	8/12/2021		
194-2021	\$169.84	\$8,200.00	14782 SW 171st Ave	01-40-38-002-04-00240-4	Installation of a 12X24 prefab shed	B	8/9/2021	8/10/2021		
195-2021	\$416.85	\$7,322.00	14437 SW Golf Club Dr	31-39-39-001-015-00150-0	A/C Change out	M	8/12/2021	8/17/2021		
196-2021	\$139.59	\$0.00	17301 SW Commerce Parkway Dr.	36-39-38-000-000-00032-4	Land Clearing & Grading	O	8/12/2021			
197-2021	\$416.85	\$12,000.00	15348 SW 150th Street	05-40-39-006-039-00130-8	Re-Roof with Metal	B	8/13/2021	8/17/2021		
198-2021	\$139.59	\$0.00	10810 SW Warfield Blvd		Portable Office to buy berries	B	8/16/2021			
199-2021	\$0.00	\$0.00	SW Indianmound Road - btw SW Tiger Tail & Sw Yalaha St		Directional Bore 1-6"	O	8/17/2021			
200-2021	\$139.59	\$500.00	17016 SW Palm Beach St	01-40-38-002-013-00170-9	Repair damaged Weatherhead	E	8/17/2021	8/17/2021	8/19/2021	8/19/2021
201-2021	\$139.59	\$0.00	Vacant Lot: SWPalm Way & SW Washington	05-40-39-005-006-00010-3	Tent	T	8/17/2021	8/19/2021	8/26/2021	8/26/2021
202-2021	\$277.90	\$7,392.00	15259 Oak Scrub St.	05-40-39-009-000-00860-0	Replace concrete driveway with brick pavers	B	8/20/2021	8/26/2021		
203-2021	\$139.59	\$1,200.00	16205 SW Warfield Blvd.	06-40-39-000-000-00015-4	Tent	T	8/20/2021	8/24/2021	8/24/2021	8/24/2021
204-2021		\$21,000.00	15853 SW Farm Rd.	06-40-39-001-016-00000-6	Modify (6) antennas & mounts. Also install non-electrical support devices.	B	8/20/2021	8/24/2021		
205-2021	\$14,000.00	\$14,000.00	15935 SW Warfield Blvd.	05-40-39-005-012-00010-1	Install Gazebo	B	8/20/2021			
206-2021	\$8,300.00	\$8,300.00	14656 SW Indianmound Dr	05-40-39-004-018-00030-5	Re-Roof Remove existing and replace with GAF Shingle	B	8/23/2021	8/24/2021		
207-2021	\$416.85	\$3,295.00	20680 SW Citrus Blvd	04-40-39-000-000-00010-4	Install 250 gallon underground LP tank with gas line to generator	G	8/24/2021	8/26/2021		
207-2021E	N/A	\$10,700.00	20680 SW Citrus Blvd	04-40-39-000-000-00010-4	Install 22kw generator with 150 amp transfer switch and load sharing modules	E	8/24/2021			
208-2021	\$416.85	\$14,998.54	15098 SW 173rd Ave	01-40-38-008-000-00090-0	Re-Roof. Remove existing & Replace with new Shingle	B	8/25/2021	8/26/2021		
209-2021	\$139.59	\$0.00	14462 SW Dr Martin L King Jr. Dr.	01-40-38-002-024-00020-8	Tent	T	8/26/2021	8/31/2021		
210-2021	\$139.59	\$2,450.00	16900 SW Lincoln St	01-40-38-002-025-00070-4	Electrical Panel Change-out	E	8/26/2021	8/26/2021		
211-2021	\$143.95	\$1,245.66	16810 SW Warfield Blvd	36-39-38-001-000-000010-9	Tent	T	8/31/2021			
Grand Total	\$19,605.29	\$194,195.56								



Permits Application Submitted & Approved	
Building Permit (B) Total	15
Mechanical Permit (M) Total	1
Plumbing Permit (P) Total	0
Electrical Permit (E) Total	4
Tent Permit (T) Total	4
Gas Permit (G) Total	2
Other Permit (O) Total	2
Grand Total of Permits	28

Funds Received For Permits	
Village Building Permit Fee	\$19,605.29
Right of Way Use Permit - Surety Bond	
Grand Total	\$19,605.29

Construction Project Values For the Month	
Construction Value	\$194,195.56
Grand Total	\$194,195.56

New Housing Units		
Type of Structure	Valuation of Construction	Qty.
Single-Family Dwelling		0
Multi-Family Dwelling		0
New Commercial Building		0
Grand Total		0

Department of Health

COVID-19 Update Martin County



August 27, 2021

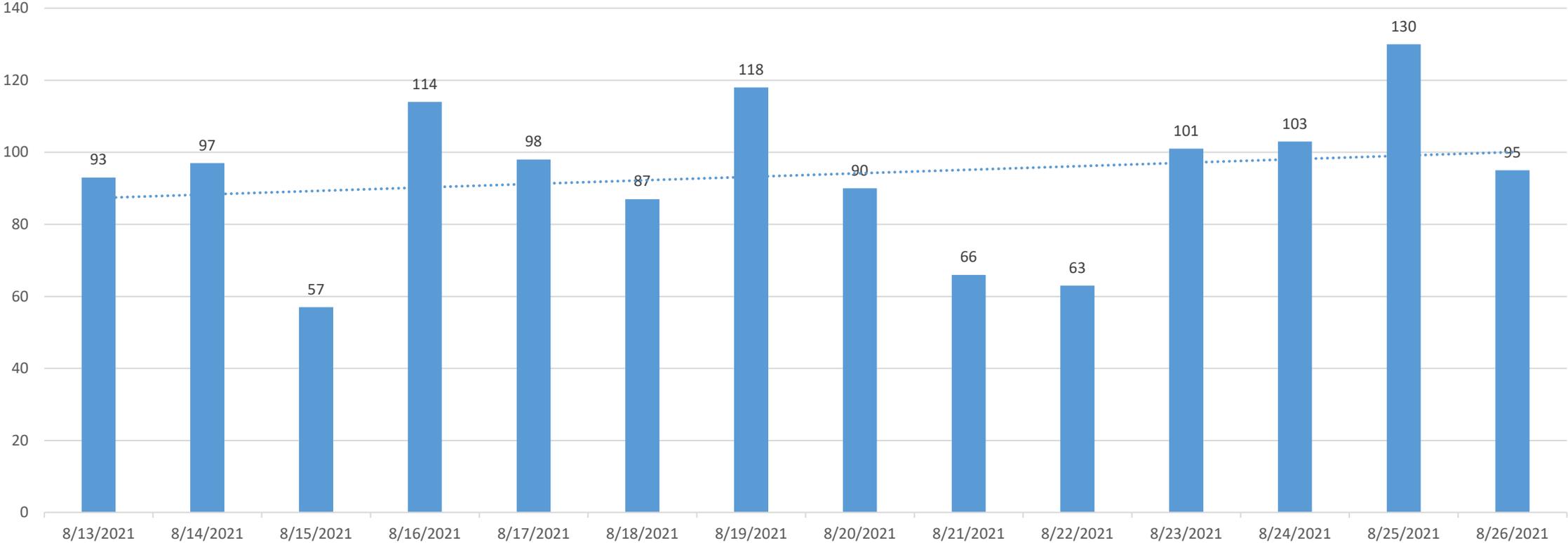
Martin County Update

Martin - FL residents only	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug
New cases by day	90	66	63	101	103	130	95
Positivity Rate	7%	17%	18%	14%	15%	16%	15%

Cumulative total cases 2020-2021	17,003
Cumulative cases for July 2021	1,755
Cumulative cases for August 2021	2,439
Cumulative deaths 2020-2021	400

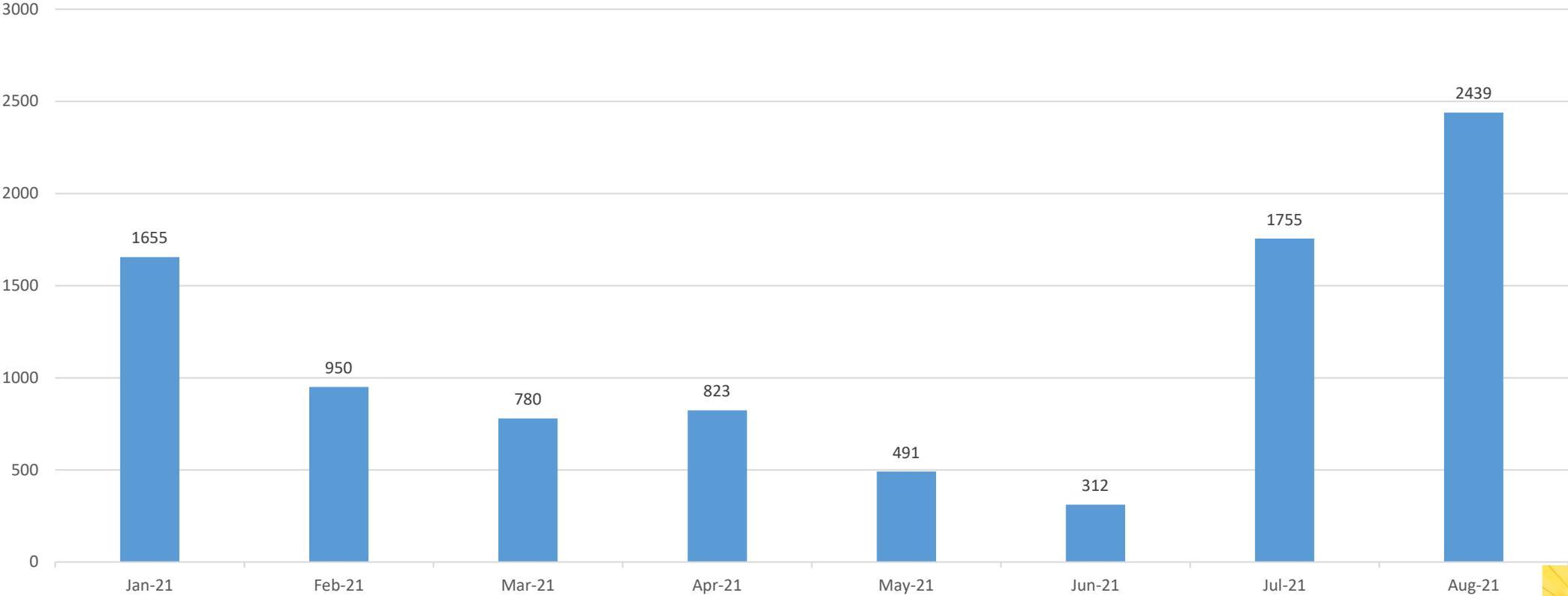
Martin Cases, Previous 14 Days

COVID-19 Cases, Martin County, Previous 14 Days



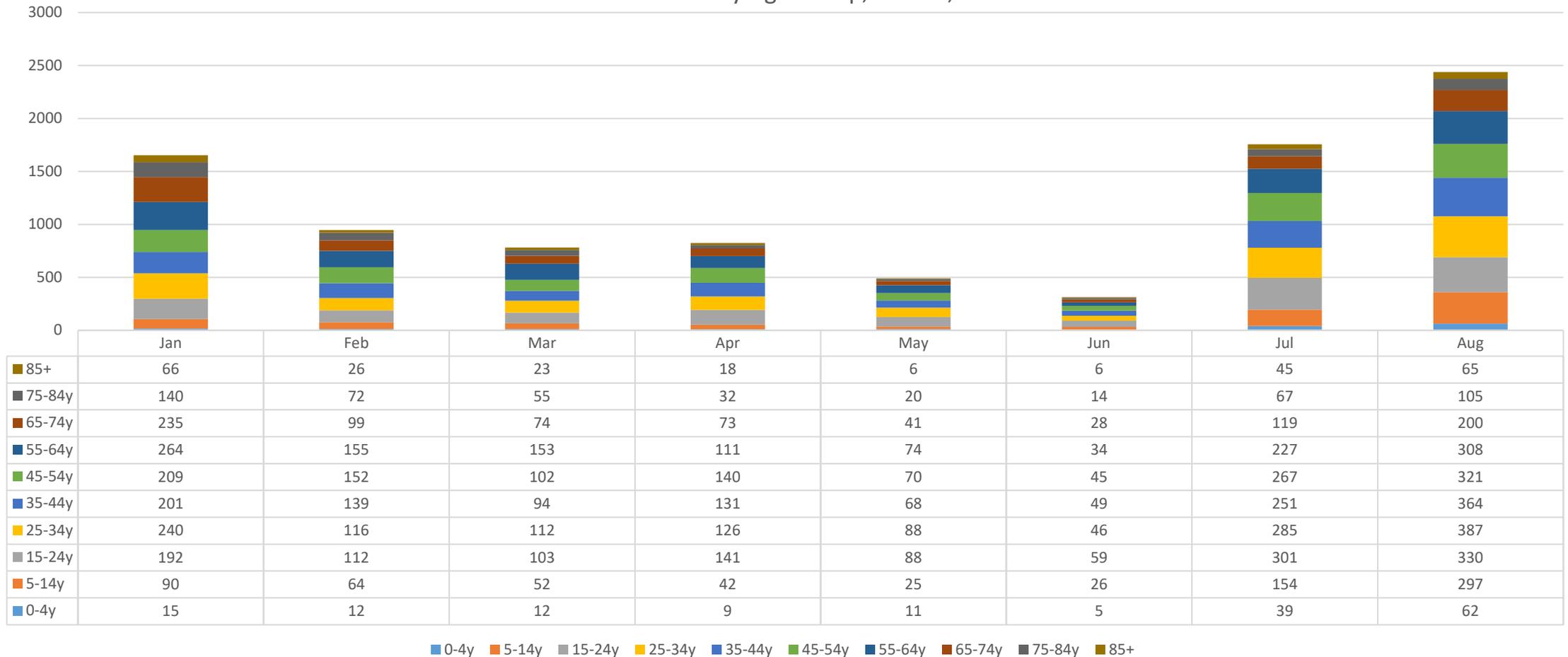
Martin Cases by Month, 2021

COVID-19 cases by Month, Martin, 2021



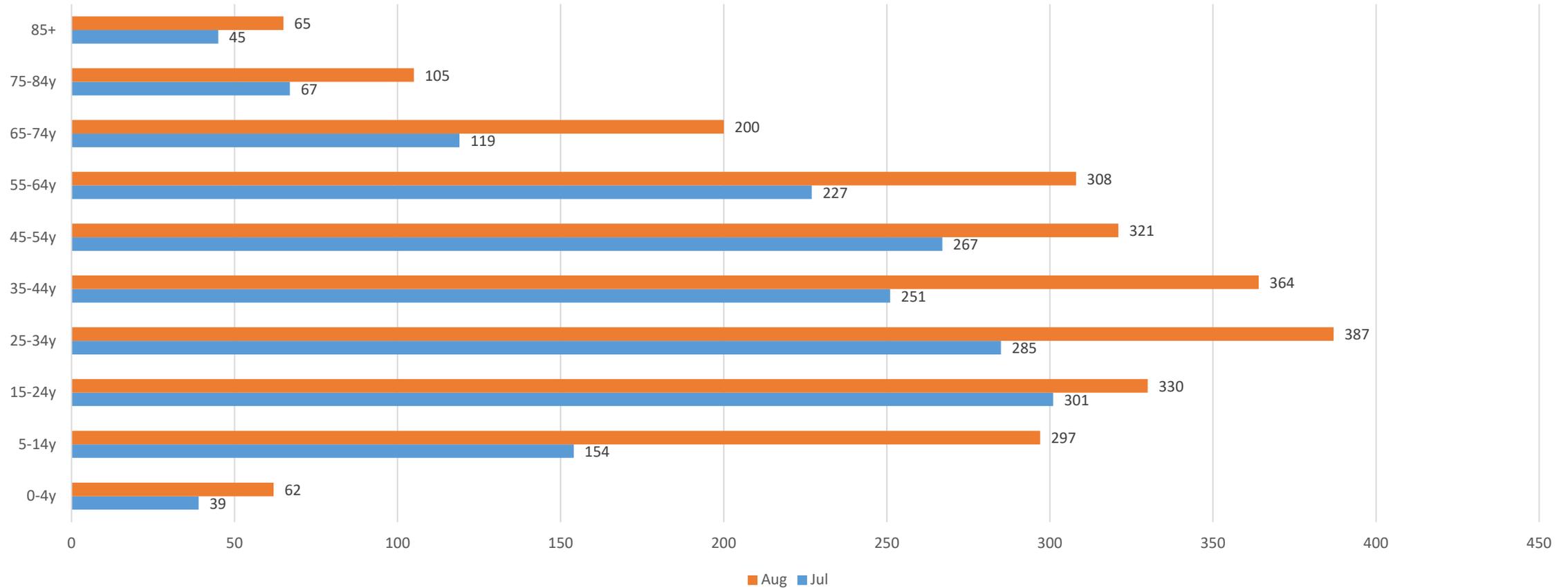
Martin Cases by Age Group, 2021

COVID-19 cases by Age Group, Martin, 2021



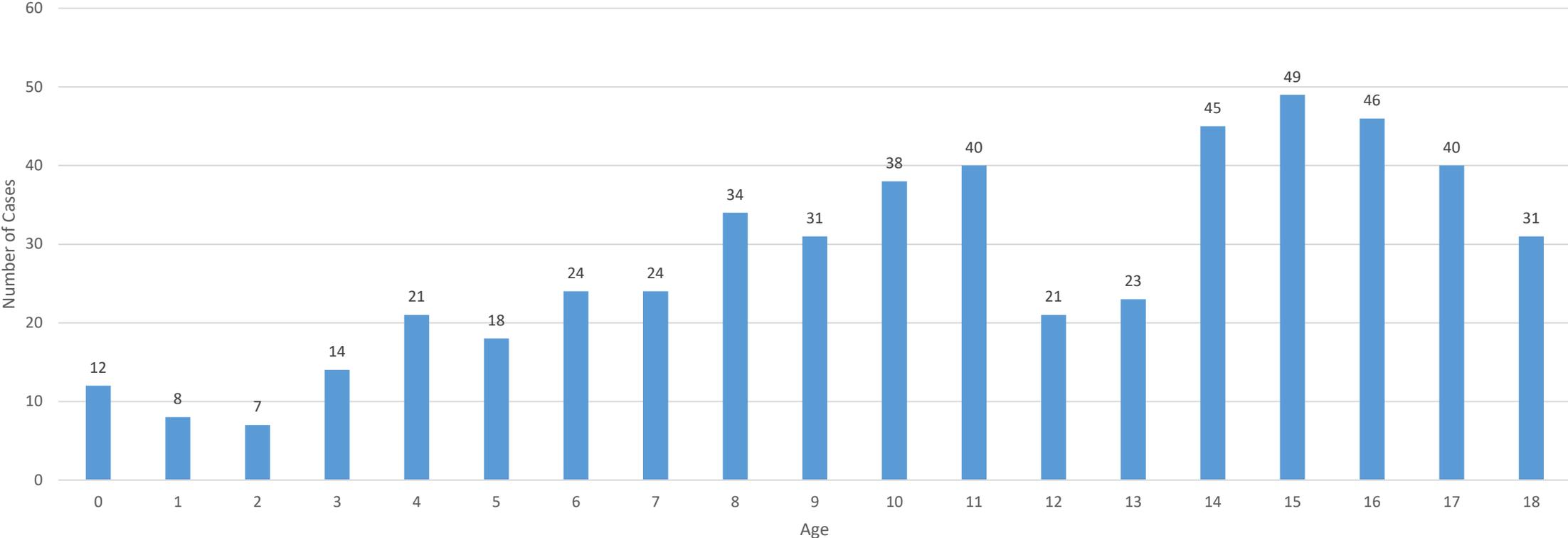
Martin Cases by Age Group, Jul-Aug 2021

COVID-19 Cases by Age Group, Martin, Jul-Aug 2021



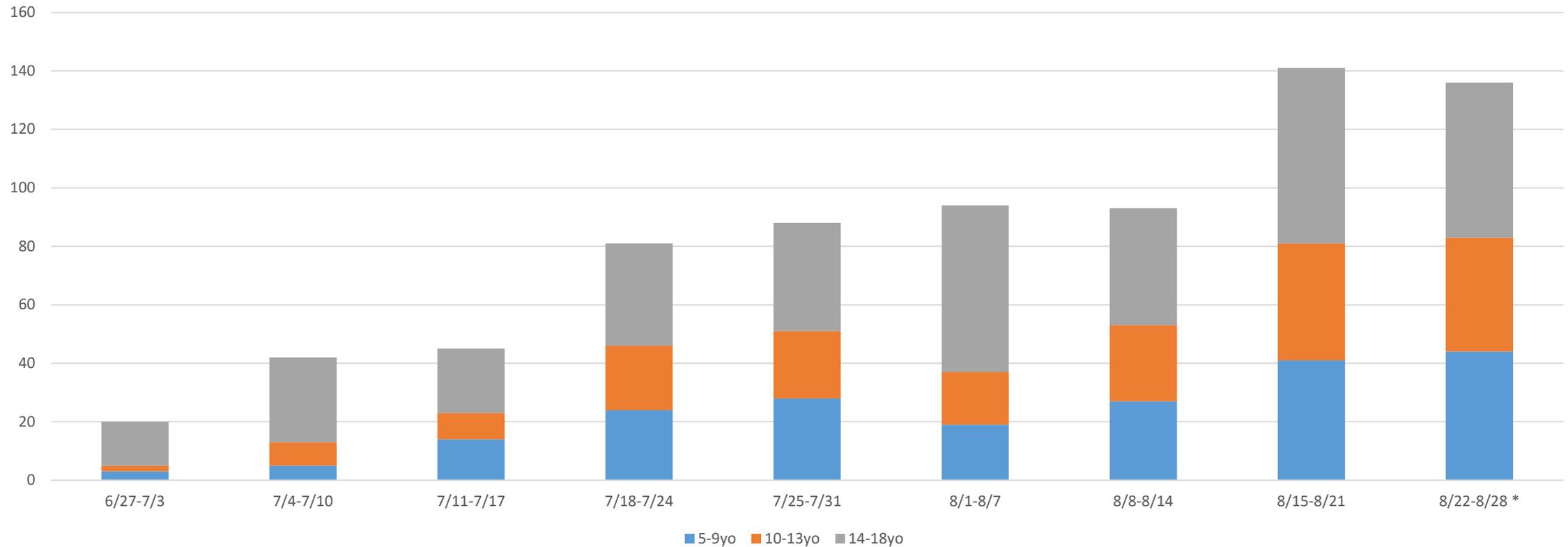
Martin Cases by Age 0-18yo, Aug 2021

COVID-19 Cases by Age, Martin, August 2021



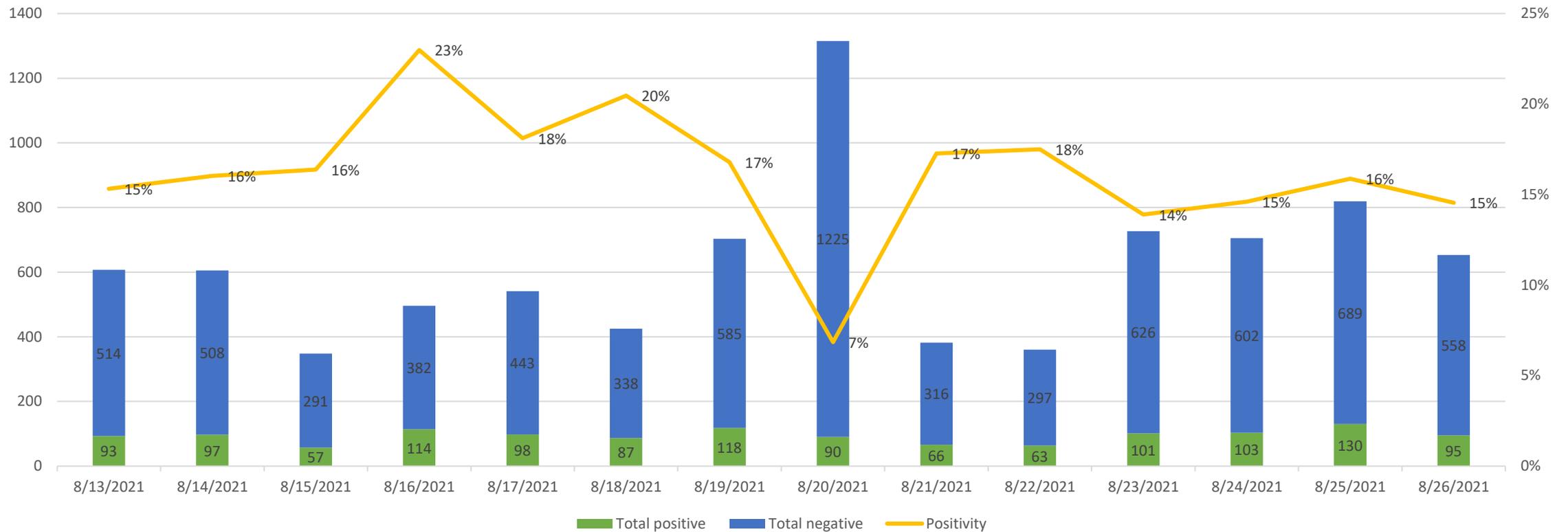
Martin Cases by Age Groups 5-18, Aug 2021

Weekly COVID-19 cases by age groups



Positivity Rate, Previous 14 Days

Lab results and Positivity, Martin County, Previous 14 Days



Vaccination Rates to Date, Martin County

Age group	2021 population	First dose	Percent with first dose	Series completed	Percent with complete series	Total vaccinated	Percent vaccinated
<1	1,336	0	0%	0	0%	0	0%
1-4	5,345	0	0%	0	0%	0	0%
5-9	7,074	0	0%	0	0%	0	0%
10-11	3,094	0	0%	0	0%	0	0%
12-14	4,641	559	12%	1,115	24%	1,674	36%
15-19	7,595	823	11%	2,540	33%	3,363	44%
20-24	6,989	718	10%	2,308	33%	3,026	43%
25-29	7,685	633	8%	1,984	26%	2,617	34%
30-34	7,599	788	10%	2,496	33%	3,284	43%
35-39	7,638	822	11%	3,073	40%	3,895	51%
40-44	7,434	811	11%	3,423	46%	4,234	57%
45-49	8,958	847	9%	3,944	44%	4,791	53%
50-54	10,239	1,025	10%	5,369	52%	6,394	62%
55-59	12,568	1,237	10%	7,427	59%	8,664	69%
60-64	13,285	1,380	10%	9,170	69%	10,550	79%
65-69	12,434	930	7%	10,349	83%	11,279	91%
70-74	12,561	774	6%	10,287	82%	11,061	88%
75-79	10,738	687	6%	8,323	78%	9,010	84%
80-84	7,299	487	7%	5,432	74%	5,919	81%
85+	8,298	600	7%	5,025	61%	5,625	68%

Vaccination Outreach Events

August 28:

Indiantown, Booker Park, 3rd St Church of God, 12-3pm

Where to Get Vaccinated:

Health Department, Local Pharmacies & Private Healthcare Providers

DOH-Martin:

Monday and Thursday, by appt.

772-221-4000, option 3

To find a provider near you:

www.Vaccines.gov

FREE COVID-19 Vaccine

Hosted by the Florida Department
of Health, Martin County for
all Martin County Residents

**No
appointments
needed!**



Locations: **Parking lot of below locations**

Pfizer vaccine available

Aug. 20	3pm to 6 pm	City of Stuart City Hall** 121 SW Flagler Ave. Stuart, FL 34994
Aug. 23	4:15 pm to 7:15 pm	Dr. David Anderson Middle School 7000 SE Atlantic Ridge Dr. Stuart, FL 34997
Aug. 24	4:00 pm to 7:00 pm	Martin County High School 2801 S. Kanner Hwy. Stuart, FL 34997
Aug. 25	4:15 pm to 7:15 pm	Hidden Oaks Middle School 2801 SW Martin Hwy. Palm City, FL 34990
Aug. 26	4:15 pm to 7:15 pm	Murray Middle School 440 SE Murray St. Stuart, FL 34997
Aug. 27	4:15 pm to 7:15 pm	Stuart Middle School 575 Georgia Ave. Stuart, FL 34997
Aug. 30	4:00 pm to 7:00 pm	Jensen Beach High School 2875 NW Goldenrod Rd. Jensen Bch, FL 34957
Aug. 31	5:00 pm to 8:00 pm	Indiantown Middle School 16303 SW Farm Rd. Indiantown, FL 34956
Sept. 1	4:00 pm to 7:00 pm	South Fork High School 10000 SW Bulldog Way Stuart, FL 34997

**This event is sponsored by the National Minority Health Association and organized by the City of Stuart and FLDOH in Martin County.

Schools/the School District are neither endorsing nor sponsoring these events, products or services nor endorsing the views of the sponsoring organizations.

Department of Health

COVID-19 Update Martin County



September 3, 2021

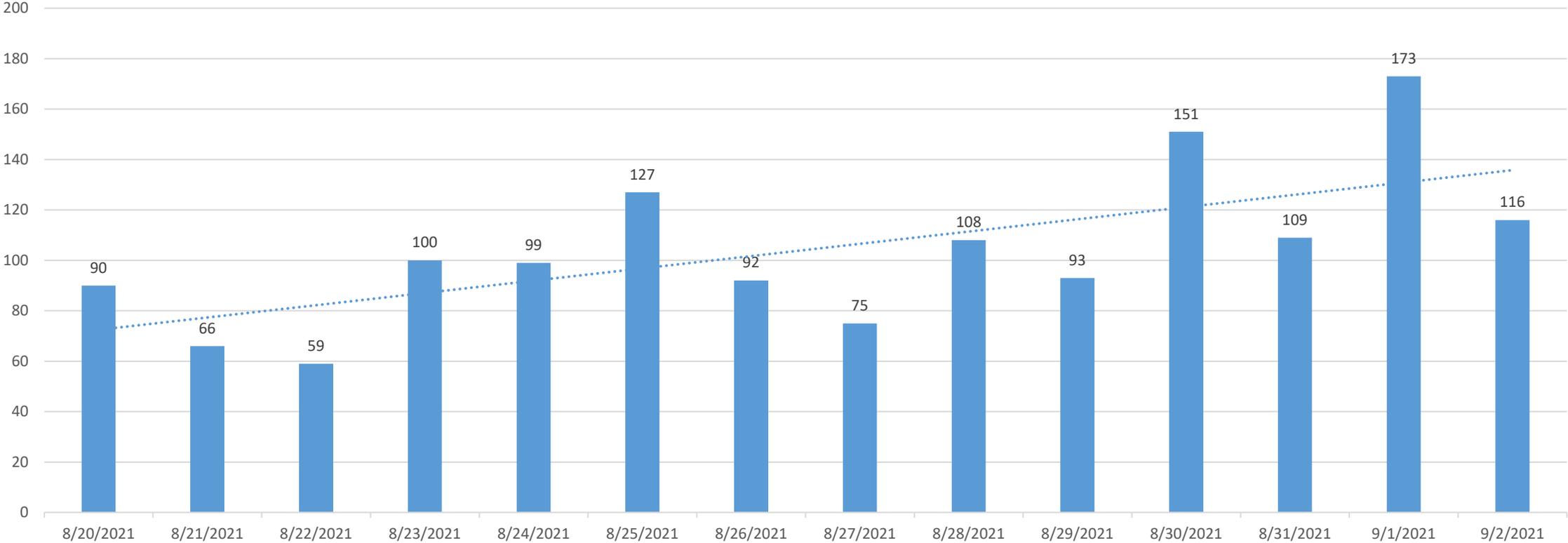
Martin County Update

Martin - FL residents only	27-Aug	28-Aug	29-Aug	30-Aug	31-Aug	1-Sep	2-Sep
New cases by day	75	108	93	151	109	173	116
Positivity Rate	10%	19%	20%	21%	15%	20%	15%

Cumulative total cases 2020-2021	17,812
Cumulative cases for July 2021	1,755
Cumulative cases for August 2021	2,958
Cumulative cases for September 2021	289
Cumulative deaths 2020-2021	414

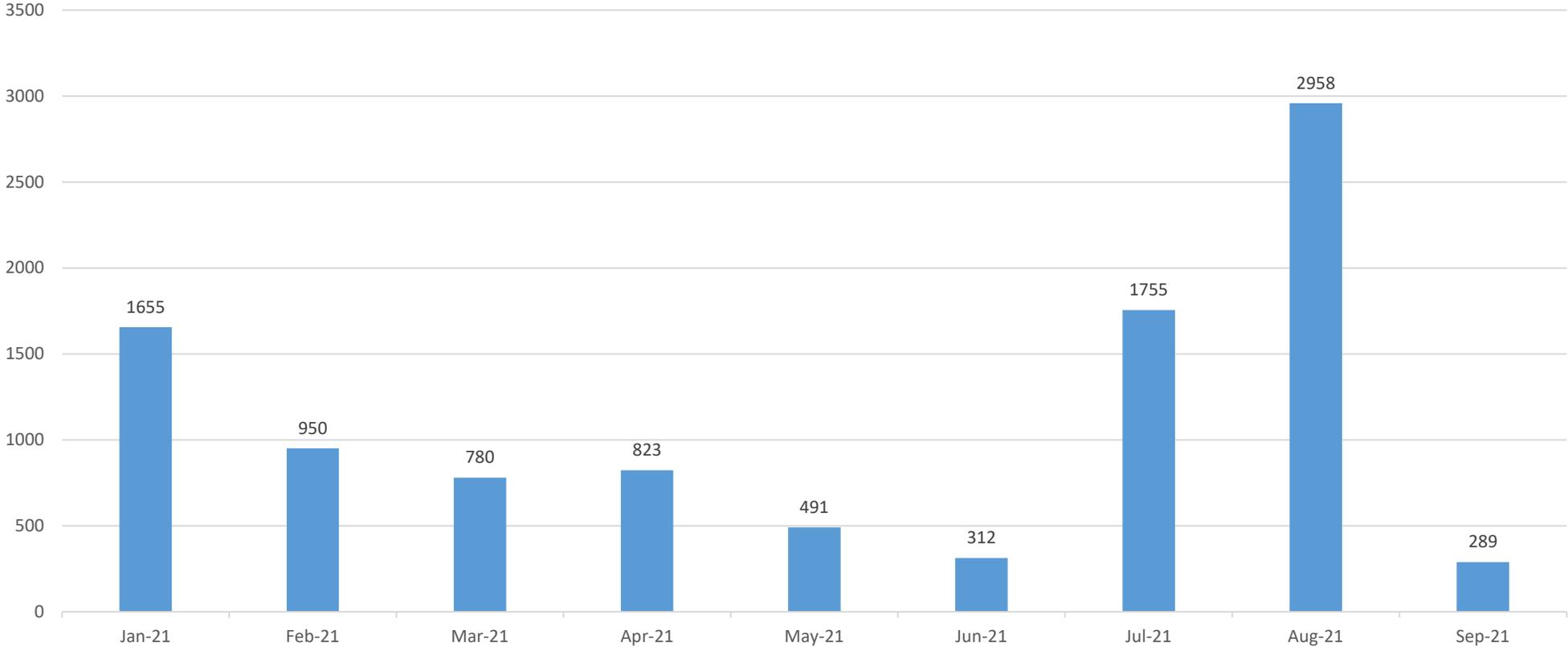
Martin Cases, Previous 14 Days

COVID-19 Cases, Martin County, Previous 14 Days



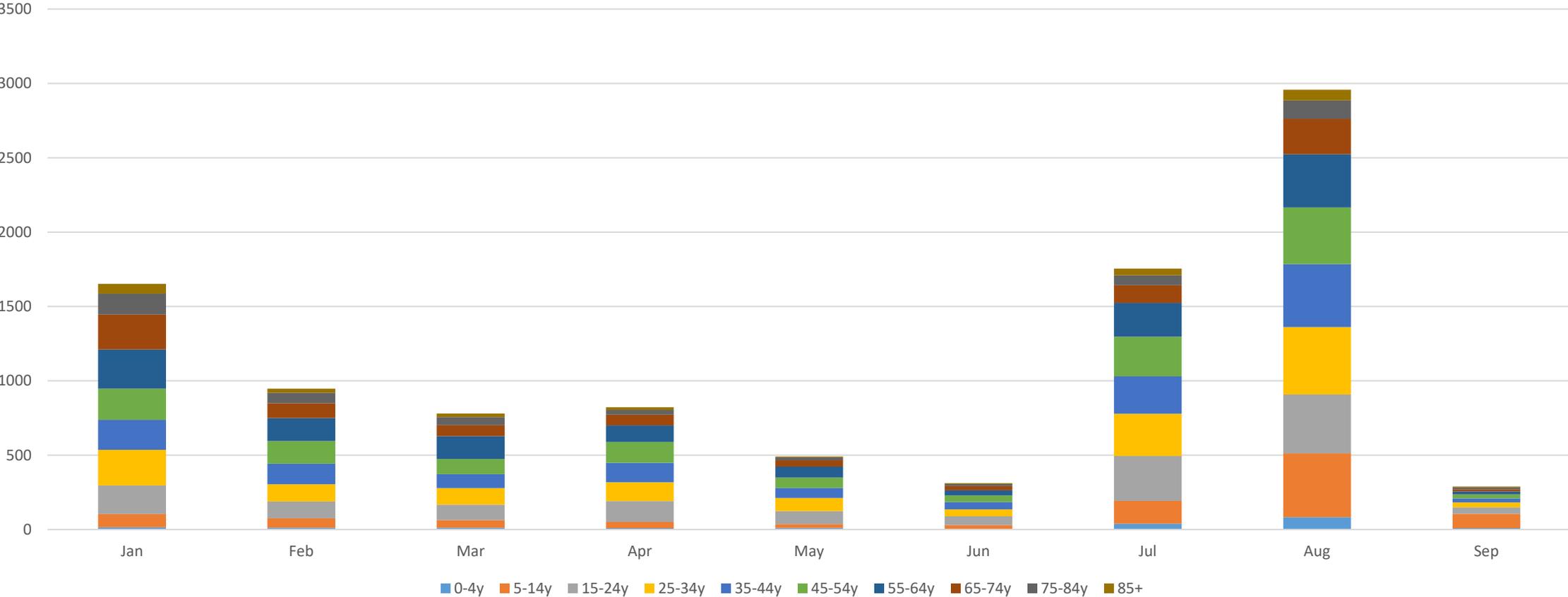
Martin Cases by Month, 2021

COVID-19 cases by Month, Martin, 2021



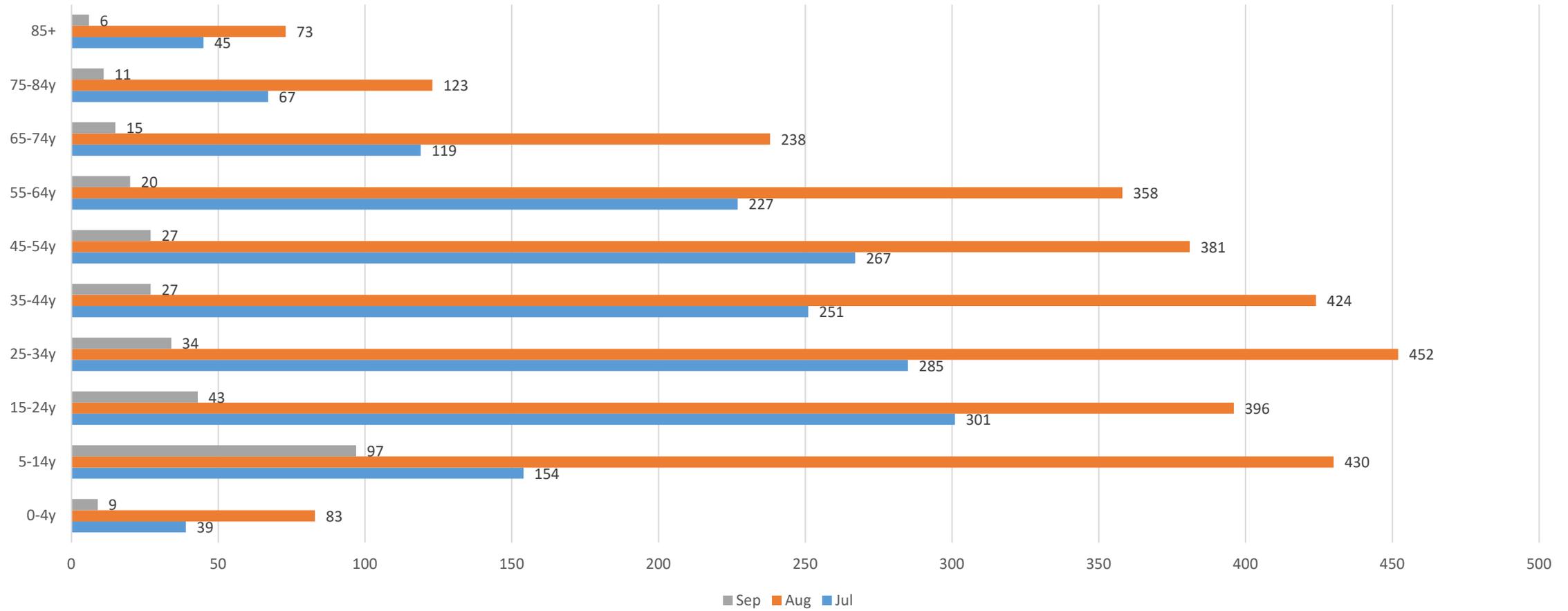
Martin Cases by Age Group, 2021

COVID-19 cases by Age Group, Martin, 2021



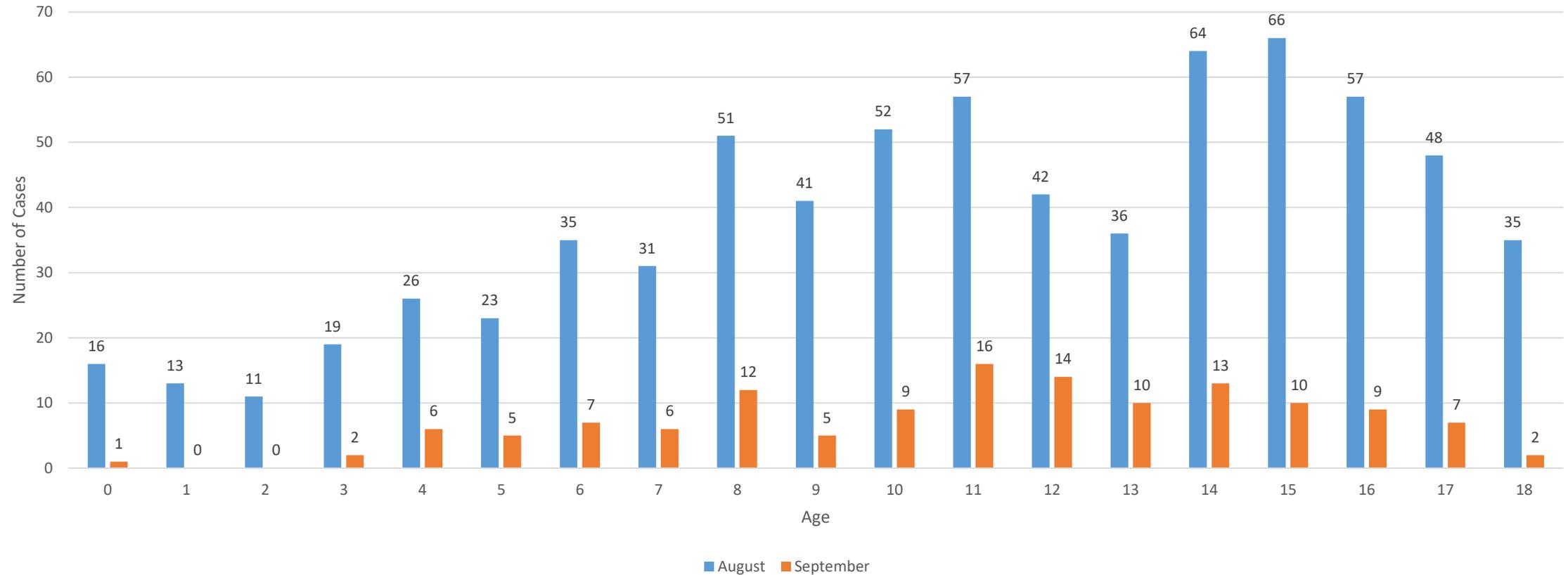
Martin Cases by Age Group, Jul-Sep 2021

COVID-19 Cases by Age Group, Martin, Jul-Sep 2021



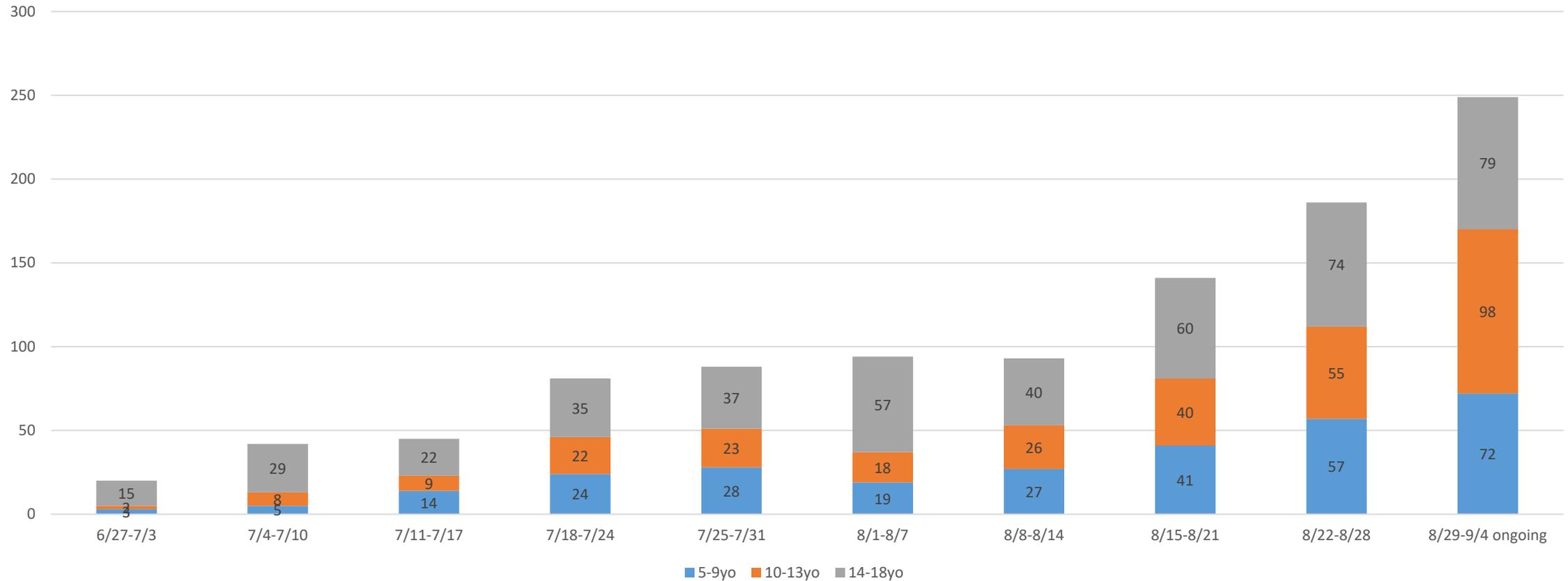
Martin Cases by Age 0-18yo, Aug-Sep 2021

COVID-19 Cases by Age, Martin, Aug-Sep 2021



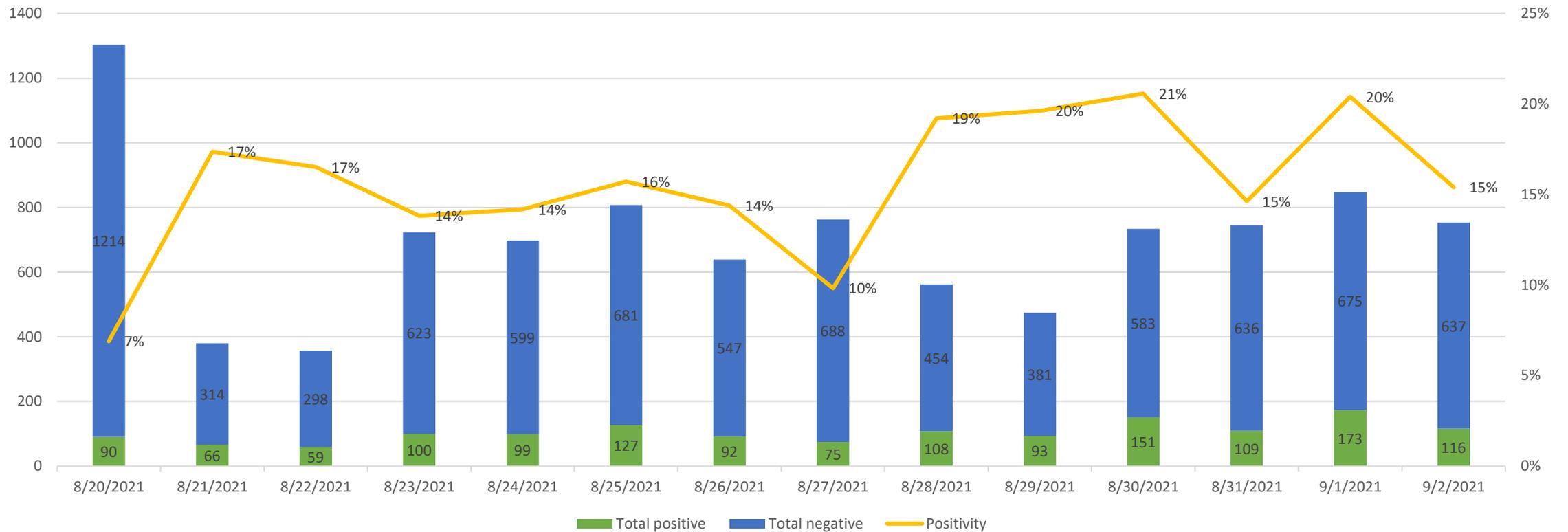
Martin Cases by Age Groups 5-18, Aug 2021

Weekly COVID-19 cases by age groups



Positivity Rate, Previous 14 Days

Lab results and Positivity, Martin County, Previous 14 Days



Vaccination Rates to Date, Martin County

Age group	2021 population	First dose	Percent with first dose	Series completed	Percent with complete series	Total vaccinated	Percent vaccinated
<1	1,336	0	0%	0	0%	0	0%
1-4	5,345	0	0%	0	0%	0	0%
5-9	7,074	0	0%	0	0%	0	0%
10-11	3,094	0	0%	0	0%	0	0%
12-14	4,641	488	11%	1,265	27%	1,753	38%
15-19	7,595	760	10%	2,739	36%	3,499	46%
20-24	6,989	711	10%	2,414	35%	3,125	45%
25-29	7,685	617	8%	2,077	27%	2,694	35%
30-34	7,599	759	10%	2,629	35%	3,388	45%
35-39	7,638	802	11%	3,212	42%	4,014	53%
40-44	7,434	757	10%	3,560	48%	4,317	58%
45-49	8,958	827	9%	4,072	45%	4,899	55%
50-54	10,239	980	10%	5,517	54%	6,497	63%
55-59	12,568	1,185	9%	7,585	60%	8,770	70%
60-64	13,285	1,317	10%	9,308	70%	10,625	80%
65-69	12,434	890	7%	10,439	84%	11,329	91%
70-74	12,561	756	6%	10,321	82%	11,077	88%
75-79	10,738	648	6%	8,374	78%	9,022	84%
80-84	7,299	480	7%	5,459	75%	5,939	81%
85+	8,298	582	7%	5,051	61%	5,633	68%

Vaccination Outreach

Port Salerno Boys and Girls Club	9/3	9:00am-12noon
Banner Lake	9/4	10:00am-12noon
Humane Society Treasure Coast	9/8	2:00pm-5:00pm
City of Stuart	9/10	3:00pm-6:00pm
Jock Leighton Pk 911 Commerative	9/11	7:30am-10:00am
Harbour Ridge	9/17	11:00am-12noon
Hobe Sound Mobile Home Park	9/18	1:00pm -3:00pm

Where to get Vaccinated

Where to Get Vaccinated:

Health Department, Local Pharmacies & Private Healthcare Providers

DOH-Martin:

Monday and Thursday, by appt.

772-221-4000, option 3

To find a provider near you:

www.Vaccines.gov

Village of

Indiantown



Where Great Things Grow.



FY 2021-2022

Proposed Budget



(772) 597-9900



15516 SW Osceola St Suite B,
Indiantown, Florida 34956



www.indiantownfl.gov

DRAFT - 8/31/2021

Village of Indiantown

Fiscal Year
2021-2022



Proposed Budget



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DRAFT - 8/31/2021

VILLAGE OF INDIANTOWN, FLORIDA

Council/Village Manager Form of Government

MAYOR

Janet Hernández

VICE MAYOR

Jackie Gary-Clarke

COUNCIL MEMBERS

Anthony D. Dowling

Susan Gibbs-Thomas

Guyton Stone

VILLAGE MANAGER

Howard W. Brown, Jr., ICMA-CM

VILLAGE ATTORNEY

Wade C. Vose, Esq., Vose Law Firm, LLP

VILLAGE CLERK

Susan A. Owens, MPA, MMC



ACKNOWLEDGEMENTS

MAYOR

Janet Hernández

VICE-MAYOR

Jackie Gary-Clarke

VILLAGE COUNCIL MEMBERS

Anthony D. Dowling

Susan Gibbs-Thomas

Guyton Stone

VILLAGE MANAGER

Howard W. Brown, Jr., ICMA-CM

VILLAGE ATTORNEY

Wade C. Vose, Esq., Vose Law Firm, LLP

EXECUTIVE STAFF

Robert Busch, Interim Director, Financial Services, Acclarion Inc.

Susan A. Owens, MPA, MMC, Village Clerk

Althea P. Jefferson, AICP, Community & Economic Development Director

Albie Scoggins, Parks Superintendent

William Archebelle, Public Works Director, Bowman Engineering

Special thanks to the Council and Executive Staff, and staff members in each department for their dedication and commitment during the budget development process.

READER'S GUIDE

The FY 2021-2022 Proposed Budget document consists of four (4) major sections: Introduction, Budget Overview, Financial and Departmental Section and Appendix.

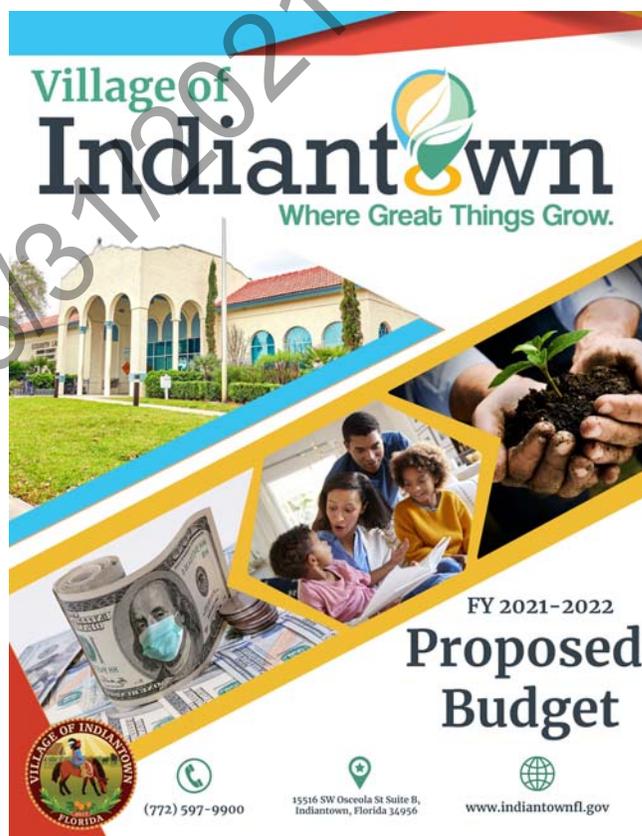
Introduction: This section includes the Village Manager's Budget Message. Readers will gain an understanding of the priorities, critical issues, and challenges, and of some of the Village's successes. This section provides the framework for which the budget was developed, which includes a discussion on the millage rate. In addition, this section will highlight upcoming budgetary impacts, organizational structure and capital improvements.

Budget Overview: This section provides supporting detail to the FY 2021-2022 Proposed Budget. It contains the budgetary and financial policies that guided the development of budget, provides an overview of each fund, staffing complement and taxable values. This section also summarizes millage information and includes fund-level descriptions and highlights.

Financial and Departmental Section: This section provides detailed revenues and expenditures for the General Fund, Community Trust Fund, Capital Improvement Fund and Water and Wastewater Fund. In addition, this section includes an organizational chart and overview of each department. The adopted budget is also included for each department and fund.

Appendix: This section provides an overview of the approved capital improvement program, as well as, general information, such as the Village profile of demographics and statistics. This section also includes a glossary of terms and acronyms.

If additional clarifications are needed, please contact the Village Clerk at (772) 285-7740.





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DRAFT - 8/31/2021

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Village Manager's Budget Message

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DRAFT - 8/31/2021



DRAFT - 8/31/2021

INTRODUCTION

DRAFT - 8/31/2021



Office of the Village Manager

MEMORANDUM

To: Honorable Mayor & Members of the Village Council

From: Howard W. Brown, Jr., Village Manager

Date: August 30, 2021

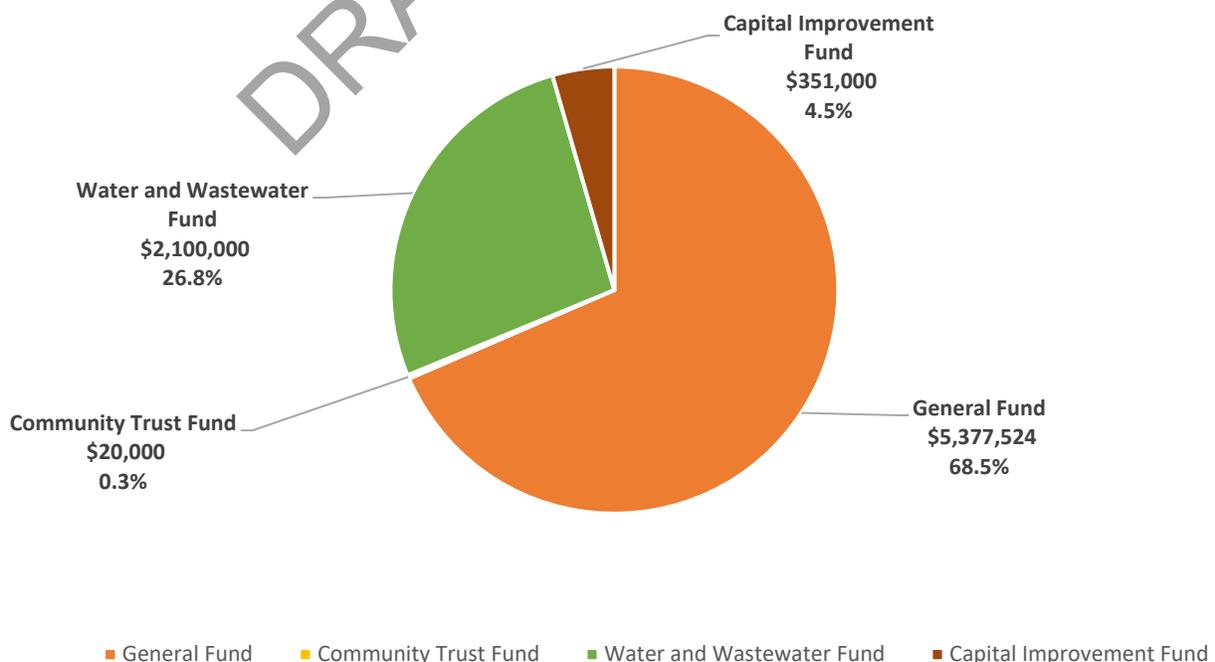
Re: Proposed FY 2021-2022 Operating Budget and Capital Improvement Plan

In accordance with the provisions of the Village Charter and the laws of the State of Florida, I am pleased to present the Proposed Fiscal Year 2021-2022 Budget.

The budget was developed in alignment with the financial principles adopted by the Council and framed by the guidance received during the Budget Workshops and Budget Meetings. The budget plan is conservative and supports the core functions, goals and initiatives of the Village for the upcoming year.

The All Funds Proposed Budget is \$7,848,524, which is 7.0% more than the prior year. The All Funds Budget consists of the General Fund, Community Trust Fund, Capital Improvement Fund, and Water and Sewer Fund.

FY 2021 All Funds Proposed Budget - \$7,848,524



As the fiscal year 2021 comes to a close, it is necessary to reflect on the challenges and successes that ultimately contributed to the Village's operational and financial outlook. The beginning of the fiscal year was met with much uncertainty due to the impacts of the Coronavirus pandemic. However, the Village staff remained optimistic and postured to serve and support the business and residential communities. The accomplishments included finalizing the purchase of the Water and Sewer facility, purchase of the Rhines Property for \$1.4 million to secure the future Village Hall, implementation of public engagement tools, such as the on-line transparency page, the GIS web browser, and implementation of hybrid public meetings to increase public participation, continuous street repair, roadway and park improvements, approval of the extended community bus program and the creation of efficiencies in the economic and community developments by approving and codifying the Land Development Regulations. Through the efforts of the newly hired Grants Writer and Administrator, the Village applied for over \$7 million of grant funding, of which the Village was awarded or anticipates the award of \$6.3 million.

The Village achieved great successes during the FY 2021, but the Coronavirus have already negatively impacted the community. The statistics change on a daily basis; however in the early part of August 2021, Martin County's Coronavirus cumulative cases at 17,003 and 335 deaths, over 3.2 million cases in Florida and 43,979 deaths. But the good news is, in Martin County, over 95,386 people have been vaccinated. This represents 65% of the population. The Village of Indiantown, as well Martin County is beginning to normalize operations with caution.

Looking ahead, the upcoming fiscal year presents continuous challenges to the Village, as well as, to the business and residential communities due to the ongoing pandemic. However, the Village anticipates the grant award made available through the American Rescue Plan Act (ARPA) in the amount of approximately \$3.5 million to support the community by 1) responding to the public health crisis; 2) providing government services to the extent of its loss of revenue; 3) making necessary investments in water, sewer and broadband infrastructures; and 4) responding to workers performing essential work. This funding is NOT included in the budget; however, once the funds are available, it will be appropriated through Council action. Initiatives and projects being supported by the ARPA funding include the enterprise resource planning system for code compliance, permitting and other functions that can be electronic; technology upgrades, educational and training programs, additional vehicles and renovations to existing facilities.

General Fund

The Proposed FY 2021-2022 Budget is estimated at \$5,377,524, which is 7.8% more than the prior year. This budget is supported by an operating millage rate of \$1.6304 per \$1,000 of taxable value. On July 1, 2021, the Martin County Property Appraiser provided the estimated value of \$2,028,798,592 for tangible properties in the Village, which represents a slight decrease of -2.76%. This decrease in the property value was primarily due to the change in personal property and miscellaneous properties for FPL and Indian Cogen. The property type make up consists of mostly residential properties at 69%. The estimated values are projected to generate \$3,142,366 in property tax revenue, which is approximately 58.4% of the General Fund Revenue Budget.

The General Fund continues to support the core functions of the Village, such as the administration, business development, public works operations, code compliance, recreational programming, and funding of the Tangible Personal Property (TPP) payment to Florida Power Light (FPL) in the amount of \$525,000, as well as training for the professional staff, purchase of new equipment and vehicle, Mayor's State of the Village Address video, holiday decorations, and other community events. The proposed budget supports a staffing complement of 31, which is a net increase to the complement. Additional positions that are proposed in the budget include a new Administrative Assistant, reclassification of a part-time Permit Technician to full-time, and three (3) part-time Park Rangers. The General Fund currently includes a transfer of \$351,000 to the

Capital Improvement Plan Fund for improvements to the parks, improvements to the drainage system, and sidewalks. However, the Village is seeking grant awards to leverage the dollars set aside. Once the supporting agreements have been executed, budget amendments through the acceptance and approval of the Council will be required.

Community Trust Fund

The Proposed FY 2021-2022 Budget is estimated at \$20,000. The interest generated from the trust is designated for projects to enhance the quality of the town. Annually, the Village will receive project applications from not-for-profit organizations to perform services that have a public purpose and/or interest. For the upcoming year, it is anticipated that the Village will provide funding in the amount of \$20,000.

Capital Improvement

The Village has an ongoing commitment to investing in its infrastructure and has prioritized six (6) projects for funding in the upcoming fiscal year. On an annual basis, the process of assessing the needs of the community, identifying critical improvement areas, and prioritizing is conducted. In the last year, several studies have been undertaken to assist in identifying the projects that are most significant to the residents and business communities. The projects that were identified during this process will strengthen the community and protect the quality of life. The Five-Year plan includes six (6) projects for a total of approximately \$2.1 million. The first year proposed allocation is estimated at \$351,000.

- *Drainage Improvements - \$100,000*
- *Bid Mound Park Improvements - \$50,000*
- *Post Family Park Improvements - \$75,000*
- *Roadway Repairs - \$25,000*
- *Sidewalk Repairs - \$10,000*
- *Booker Park Sports Field - \$91,000*

The funding source for the FY 2022 allocation is the General Fund. However, it is anticipated that grant awards will be received. Grants funds have NOT been included in the proposed budget as grant agreements have not been executed.

Water and Sewer Fund

The Water and Sewer Fund is an Enterprise Fund, or a business-like account. This fund is not supported by the General Fund, but is self-sustaining and is 100% funded by the fees that it charges to its customers for services. Both revenues and expenses will be accounted separately from the General Fund. The Proposed FY 2021-2022 Budget is estimated at \$2,100,000, which is the same level of funding as the prior year. The Village purchased the private water and sewer facility at the tail end of the FY 2020 and assumed the infrastructure, equipment and employees. The proposed budget includes funding for seven (7) employees, engineering and design improvements to the water and sewer infrastructures and purchase of two (2) replacement vehicles, debt services of \$85,666 and administrative fee of \$90,600 to the General Fund for administrative services.

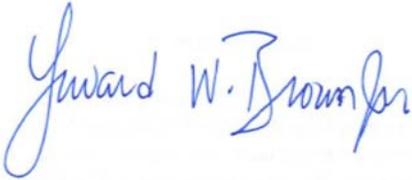
During the fiscal year 2022, the existing impact fees along with other miscellaneous fees will be reviewed and updated. In addition, the Village acquired a design loan of \$1 million through the SRF to make necessary improvements and repairs to the facility. This grant is not included in the budget; however, upon acceptance of the award, a budget amendment will be requested.

Acknowledgments

On behalf of the Village employees and contractual staff, I wish to thank you, our Mayor and Council Members, for your leadership and continued support. I would also like to take this opportunity to recognize the support and dedication of the Village staff as they continue to provide an array of services to residents and the business community with enthusiasm and pride.

It is my honor and a great privilege to serve as Village Manager to this great town. I look forward to new opportunities, overcoming challenges and sharing in the celebration of the many successes that this upcoming year will bring.

Respectfully,

A handwritten signature in blue ink that reads "Howard W. Brown, Jr." in a cursive style.

Howard W. Brown, Jr., ICMA-CM
Village Manager

DRAFT - 8/31/2021



BUDGET OVERVIEW

DRAFT - 8/31/2021

BUDGET OVERVIEW

The proposed budget is the result of the leadership and guidance from the Mayor and Village Council, as well as, the Village and contractual staff allocating the limited resources to best serve the needs of the community. The proposed budget reflects the policies adopted by the Mayor and Village Council in response to the concerns of the residents and business community, as well as, the outcomes of the Strategic and Business Plan.

The FY 2021-2022 Proposed Budget for the Village of Indiantown, Florida was developed using a modified zero based budget approach. This model enhances decision-making and focuses on policy planning and resource allocation.

This budget document serves four purposes: a Policy Document, an Operations Guide, a Financial Plan and Communications Device.

Policy Document

The proposed budget was developed within the framework of the Village's financial policies, strategic goals, and priorities. The information contained in this document provides policy makers an opportunity to review policies and goals that address long-term concerns and or issues that impact service levels.

Operations Guide

The proposed budget describes the activities, services and functions performed by each department. Each department section contains: department description, prior year accomplishments, and future year projects and initiatives.

Financial Plan

The proposed budget presents the Village's fiscal resources. Included in the document are the projected revenue and expenditures by department level, fund and long-term Capital Improvement Plan (CIP).

Communications Device

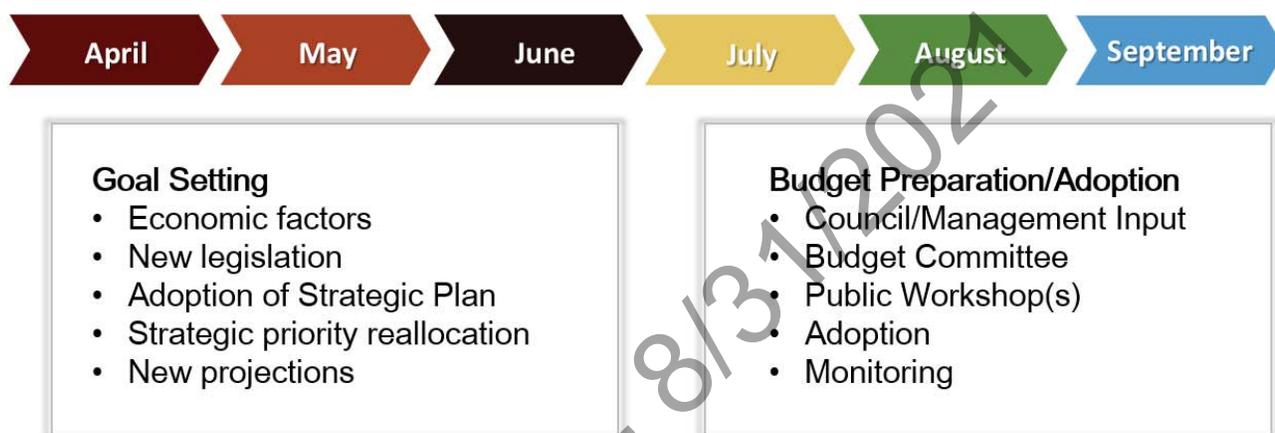
This document attempts to clearly communicate the proposed budget by use of text, financial tables, charts and graphs. It includes discussions on the elements that framed the budget development process.



BUDGET DEVELOPMENT PROCESS

The budget development process is a combined effort of the Village Council, input from the community, and staff to meet the needs of the community in a sustainable manner. Decisions made by the Village Council at the Budget Workshops held in July provide a framework for the budget recommendations presented. Village staff prepares the budget in the most efficient and effective manner to implement Village policies and directives. Residents and business community are also able to express their preferences for services during the budget public hearings.

The Budget Process is organized into two (2) phases: Strategic Goal Setting and Budget Preparation/Adoption:



Strategic Goal Setting: The Vision, Mission, Values, Strategic Goals and Initiatives make-up the organization’s strategic framework. The Mayor, Council Members and Village Staff have worked together to develop a Strategic Plan. This session will occur annually to ensure the Council’s priorities are focused and will allow for staff to align resources in the budget process to the strategic goals or objectives that support the Vision and Mission.

Budget Preparation/Adoption: Due to limited resources, this phase may overlap with the Strategic goal setting. Budget workshops are held to establish the framework for the budget. Departments will receive initial budget guidance and training. As budgets are prepared, Village Management will prepare reports for review by the public. The Financial Services Department will conduct budget public input sessions to assist in gauging the concerns of the community. During this phase, the Village Management will receive the taxable values to assist in determining the millage rate. In addition, staff will conduct analysis of all revenue and expenditures. The Village will conduct the required budget public hearings to adopt the budget in accordance with Florida State Statute. Staff will also submit the required documents to the Martin County Property Appraiser to certify the millage rates and any non-ad valorem rates, if applicable.

After adoption of the balanced budget, the Village Manager will provide monthly or periodic reports to the Village Council of the budget-to-actuals.

BUDGET CALENDAR



April

- Prepare economic factors
- Present Budget Calendar
- Budget Kick-off
- Prepare revenue analysis

May

- Council/Management Input
- Public Workshop(s)
- Adoption
- Monitoring

June

- Receive preliminary tax values
- Budget meetings w/ staff & Village Manager

July

- Receive certified tax values
- Budget Workshops
- Setting of proposed millage rate

August

- Preparation of budget
- Certification of TRIM forms
- Property Appraiser mails out TRIM Notices

September

- Tentative Budget & Millage Rates Public Hearings
- Budget advertisement
- Adoption of Final millage rate and budget
- TRIM Certification

BUDGETARY BASIS

The Village Charter and State Statutes, establish the legal basis for the budget. Per Florida State Statutes, Chapter 166, Section 166.241, the governing body of each municipality must adopt a balanced budget each fiscal year. A balanced budget is described as the amount available from taxation and other sources (revenues), including amounts carried over from prior fiscal years that must equal the total appropriations for expenditures and reserves.

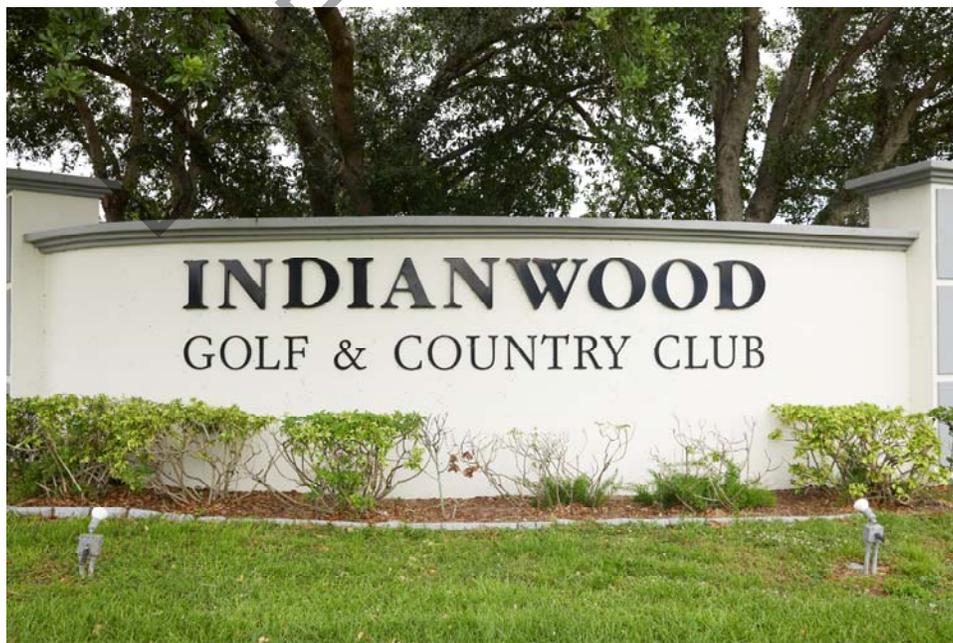
Basis of Budgeting

The Village of Indiantown uses a Modified Accrual Basis for Governmental Funds - All Governmental Funds Modified accrual is essentially accrual accounting, modified to recognize the governmental environment and unique accounting measurement objectives. Revenues are generally recognized during the fiscal year when they are quantifiable, measurable and there is a reasonable expectation that they will be collected during that period. In most cases, expenditures are recorded when the good or service is actually delivered, regardless of when the funds are disbursed. As a budgetary control measure, the funds are encumbered or “reserved” when the good or service is ordered.

Budget Amendments

The total budgeted expenditures cannot exceed the final appropriations at the department and/or fund level. Fund appropriations may only be amended through formal approval of the Village Council by an ordinance or resolution. The Village Manager is authorized to approve administrative transfers between departments within the same fund. Transfer requests are reviewed by the Department Director and/or designated representative.

Budgetary integrity is established for control purposes at the departmental level. Village ordinance will provide the controlling authority regarding budget amendments.



FINANCIAL POLICIES

Approved by Resolution 031-2019

The Village of Indiantown's Accounting policy and procedure manual was developed for use by the Financial Services Department Staff, and its temporary agency personnel, for use in understanding the various processes within the Financial Services Department.

The purpose of this manual is to document current policies established for the promotion and maintenance of internal accounting controls and for the effective and efficient operation of the Village of Indiantown's accounting functions. Fiscal management is the responsibility of the Village's Administrative Staff. The main intent of the manual is to provide written guidelines and procedures for the daily processing of routine accounting transactions.

1. CASH RECEIPTS

Policy:

Control should be established over all cash and checks received, and they should be deposited promptly (Next Day) in the Village's bank accounts.

Cash receipts should be protected from misappropriation. Physical access to cash receipts and cash record should be limited to authorized personnel. Additionally, cash receipts should be recorded in the appropriate period.

Procedure:

The processing of the Village checks, Business Tax Receipts, Building Permits receipts, and Other Village receipts should be prepared under the supervision of a responsible official.

- (a) The individuals preparing the list of cash receipts (typically the cashier) should be persons other than those who deal with;
 - Accounts Receivable; or
 - Accounts Payable; or
 - General Ledger
- (b) All checks should be restrictively endorsed immediately (for deposit only).
- (c) Reviewing the records of cash receipts and summaries should be compared to deposit slips by persons other than those who handle cash receipts (e.g. Village Manager or Supervisor).
- (d) Records of cash receipts should be summarized and total established for posting to General Ledger.
- (e) Deposit slips should be compared to bank statements at time of reconciliation.

Bank Deposits:

- (a) The cash and checks received the prior day will be processed for deposit the following business day.

- (b) The Village Manager/Supervisor shall count and review checks and make copies and summaries of all receipts for deposit.
- (c) All cash and checks are to be sealed in the bank deposit bag and deposited at the bank.

2. PROCESSING OF DISBURSEMENTS

Purpose:

This policy is established to provide procedural guidelines for the prompt payment of all financial obligations of the Village.

Policy Statement:

The Village processes requests for payments and prepares checks on a weekly basis, with the standard for processing time being between three (3) and nine (9) business days.

Policy/Procedure:

All payments using Village funds must be properly authorized and the requests for payment must include all required documentation. Authorization for disbursements must be made through completion of the Purchase Orders/Requisitions process, completion of a check request or a standardized authorization form, currently limited to Travel Advance Authorizations and Education Reimbursement Authorizations.

Purchase Orders/Requisitions:

Purchase Orders (PO) are issued to authorize the acquisition of goods and/or services. Upon receipt of the goods or services, the receiving department is responsible for transmitting a signed copy of the invoice and requisition and any receiving documents to the Financial Services Department as authorization to pay. If the order is for any quantity or price different from the Purchase Order, the department must explain the variation and request its acceptance. In the event of a pricing error, backorder or incomplete delivery, a statement should be included to authorize a partial payment. Without such statement, the payment will be processed to the vendor based on quantities received and pricing as authorized by the Purchase Order documentation, and the Purchase Order will be closed. Any subsequent receipt of goods or services would be submitted for payment using a check request. Completed Purchase Order payment requests must be received in Accounts Payable prior to 5:00 PM on Tuesday of any given week in order to be included in that week's check run.

Matching purchase order to paper work:

1. Interoffice requisitions along with a signed off or stamped invoice should be attached from the departments, immediately date stamp all paper work received, make sure invoice and purchase order total matches, along with item descriptions.
 - a. In your open file, which are blanket Purchase orders or regular Purchase orders that are pending payment, due to items not received, but the vendor needed a purchase order to ensure they would be paid once the actual items arrived.
 - b. For blanket Purchase orders you usually make about five (5) or more copies to keep along with the requisitions, because items may come in one at a time, so you pay as you go along, until all money is used up by the departments.
2. Attach the purchase order to the paper work sent by the departments and follow their written instructions.

3. After you have reviewed, and attached Purchase Orders, give them to the data entry person for input.
4. Procurement will also bring check requests (which are Purchase Orders not in your open file, but requisitions created by the departments to pay merchandise or services right away), review each check request, assuring invoices are signed off, item descriptions match, and totals are correct. All paper work sent over with multiple invoices, must have a calculator tape to make sure totals are correct if it's not itemized on the actual purchase order.

Logging invoices:

1. Log daily mail received of invoices sent out for payment to departments for tracking payment processing.
2. On the designated log sheet, list Vendor name, Invoice number, Department, and person invoice is being sent to, which can be found usually on the invoice information itself, but if the information is not clear, look for a PO number. If there is no Purchase Order on the invoice, look up the vendor number for that invoiced vendor, and query on the requisition query screen, by vendor number, hit last, which will show the very last item or requisition done for that vendor, notice the buyers name, who created the invoice, but if this is a vendor that is used by several departments, the safest thing to do, is call the vendor to verify who ordered the service or merchandise.
3. Once clarification has been established on whom the invoice belongs to, you will then interoffice that invoice to that designated person.

Check Requests:

Check Requests are designed for use in the payment of Purchase orders. Upon receipt of the goods and/or services, the Check Request Form is prepared and has all receiving invoices and supporting documentation attached and signed by the Department Head or their designee. Completed Check Request packages must be received in Accounts Payable prior to 5:00 PM on Tuesday to be included in the week's check run.

Travel Advance:

Travel Advance Forms must be prepared in full, signed by the Department Head or their designee and be signed by the Village Manager or designee prior to submission for processing. Completed Travel Requests must be received in Accounts Payable prior to 5:00 PM on Tuesday of any given week to be included in that week's check runs.

Distribution of Checks:

All printed checks are ready for distribution once they are signed by the Village Manager and the Village Clerk, or authorized designee. Non-emergency checks issued in an amount over \$15,000 must also be countersigned by the Mayor, or Vice Mayor in his/her absence. Signed checks are mailed out the following business day.

INVESTMENT POLICY

Approved by Resolution 027-2019

SCOPE

This investment policy applies to all financial assets and transactions involving surplus funds held by the Village of Indiantown other than pension fund assets, or other funds that are held by a third-party custodian and are outside of the scope of this investment policy. All funds and investments are accounted for in the Village's annual Financial Report and include:

1. General Fund
2. Special Revenue Fund
3. Community Trust Fund
4. New funds created by the Village, not specifically exempted from this policy.

INVESTMENT OBJECTIVES

Safety of Capital

Safety of capital is regarded as the highest priority in the handling of investments for the Village. The primary concern of each investment transaction will be to prevent capital losses. Efforts will be employed to minimize risk by diversifying its investments between specific types and individual financial institutions.

Liquidity

The Village's investment portfolio will remain sufficiently liquid to enable the Village to meet operating requirements that might be reasonably anticipated, and those set forth in the annual budget.

Return on Investments

The Village's investment portfolio shall be actively managed in an effort to attain the highest available market rate of return while still operating within the scope of this Investment Policy. Securities may be traded for other similar securities to improve interest income, maturity or credit risk. A loss may be incurred for accounting purposes, provided any of the following occurs with respect to the replacement security; the interest income has been increased, the time to maturity has been reduced, or the credit quality has been improved.

Permitted investments of bond proceeds are usually set forth in the bond documents. Investments strategies or vehicles commonly utilized for the investment of bond proceeds may differ from those of other Village funds.

The Finance Director, with the approval of the Village Manager, will establish an Investment Team for the purpose of formulating alternative investment strategies and short-range direction within the guidelines herein set forth and for monitoring the performance and structure of the Village's investment portfolio. Members of the team shall include the Finance Director and at least two other financial professionals employed in the Village of Indiantown Finance Department and may include other members as may be designated by the Finance Director and/or Village Manager.

The Finance Director shall designate a member of the team to provide, upon request, current market information, an updated portfolio listing and analysis. The team, or quorum thereof, shall meet quarterly, or as often as deemed necessary, under the given conditions, to review, discuss, and affirm or alter the current investment strategy and perform various other functions as herein provided. The Finance Director

shall establish and monitor internal and procedural controls designed to protect the City's assets and ensure proper accounting and reporting. Such controls shall include "delivery vs payment" procedures and trust receipt documentation.

Internal controls will encompass, at a minimum, the following issues:

- A. Separation of authority including transaction authority from accounting and record keeping
- B. Custodial safekeeping
- C. Avoidance of bearer-form or non-wireable securities
- D. Delegation of authority to staff members
- E. Written confirmation of telephone transactions

The Finance Director and all other members of the investment team that may be responsible for making investment decisions must annually complete eight (8) hours of continuing education in subjects or courses of study related to investment practices and products. Periodic training and education will be provided to investment team members through courses and seminars offered by Government Finance Officers Associations, Municipal Treasurers Associations, Trustee Associations, approved colleges and universities and/or other qualified and pertinent organizations.

The Investment Team activities shall include but not be limited to review and setting investment strategies; review and establishing of written investment procedures; review of applicable ratings services such as Moody's and S&P; review and approval of source documentation regarding issuers, institutions and broker/dealers, and any other functions defined herein.

PRUDENCE

The standard of prudence to be applied by the investment team will be the "Prudent Person" rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income derived."

The investment team members, acting in accordance with the written procedures and exercising due diligence, will not be held personally liable for a specific security's credit risk or adverse market price changes, provided that these deviations are reported immediately to the Finance Director and that appropriate action is taken to control adverse developments.

INVESTMENT PERFORMANCE AND REPORTING

Performance of the portfolio will be reported periodically and submitted to the Finance Director for review. These reports should include current market value, investment details, and other material characteristics of the portfolio. In addition, a designee of the Finance Director will report to the other members of the Investment Team an economic outlook and market. The base objective for investments other than the Florida Local Government Surplus Funds Trust Fund (SBA) shall be to exceed the weighted average return of said SBA.

INVESTMENT MATURITY AND LIQUIDITY

The Village will make every attempt to match its investments with anticipated cash flow requirements. In order to meet projected cash requirements, the Village will invest all surplus checking account balances

into the State of Florida Investment Pool (SBA), pending subsequent longer-term investment. Unless matched to a specific cash flow requirement, the Village will generally not directly invest in securities maturing more than five (5) years from the date of purchase.

RISK AND DIVERSIFICATION

It is the policy of the Village of Indiantown to diversify its investment portfolio. Assets held shall be diversified to control the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer or a specific instrument and/or class of instruments and dealers through whom these instruments are bought or sold.

The Team shall determine the approximate maturity dates desired, select one or more investment instruments and competitively bid the security when feasible and appropriate. Except as otherwise required by law, the most economically advantageous bid must be selected.

Diversification strategies within the established guidelines shall be reviewed and revised periodically as necessary by the appropriate management staff and the Investment Team.

CRITERIA FOR SELECTION OF FINANCIAL INTERMEDIARIES AND ISSUERS

Certificates of Deposit shall be purchased only from financial institutions that qualify under Florida Statutes. Other securities shall be purchased only through financial institutions that provide the service of a securities dealer, primary dealers, and regional broker dealers. These institutions, dealers and issuers must meet a minimum capital requirement of \$10,000,000 and agree to comply with the SEC rule 15C3-1. Uniform Net Capital Requirements. They must also agree to immediately notify the Village if the event of material adverse events affecting their capital adequacy. Prior to being added to the list of approved broker/dealers, the Finance Director, or their designate, must receive a signed Certification Form, attesting that the individuals responsible for the Village's accounts have reviewed the Investment Policy and they agree to undertake reasonable efforts to preclude imprudent investment transactions involving the Village's funds.

Provisions for addition to or deletion from the approved broker/dealer list will be based on the following criteria:

1. Changes to the State statutes governing municipal investment activities
2. Perceived financial difficulties
3. Consistent lack of competitiveness of investment offerings to the Village of Indiantown
4. Lack of experience or familiarity of the assigned account representative with respect to providing investment services to municipal institutional accounts
5. By request of the institution or broker/dealer
6. When deemed in the best interest of the Village of Indiantown

If the Village should elect to have funds in the Village's bank accounts "swept" into an "overnight repo", which collateralizes the Village's funds for the night, to protect both parties, the Village shall require utilization of a Master Repurchase Agreement

BID REQUIREMENTS

When purchasing or selling securities, the team shall select the security which provides the highest rate of return within the parameters of this policy, given the current objectives and needs of the Village's portfolio. In most situations, the Village shall utilize the competitive bid process to select the securities to

be purchased or sold. Selection by comparison to a current market price shall be utilized when, in the judgment of the team, competitive bidding would inhibit the selection process such as:

1. When a dealer brings to the Village an unsolicited swap or proposal
2. When time constraints due to unusual circumstances preclude the use of competitive bidding
3. When a security is unique to a particular dealer
4. When the transaction involves new issues at par

PERMISSIBLE INVESTMENTS

Per Florida Statute 218.415(5), the following is a list of permissible investments. Although the day-to-day selection of specific investments is a management function, this section of the policy defines the parameters from which selections are to be made.

U.S. Government Securities

Any direct obligation of the U.S. Government having principal and interest unconditionally guaranteed by the Government of the United States having a stated final maturity of 30 years and less. Typical issuing names are, but not limited to: direct U.S. Treasury issues, GNMA, FHA, FMHA, GSA, and SBA.

Federal Agency Securities

Obligations of any U.S. Government sponsored agency (GSE) which principal and interest carry the implied full faith and credit of the U.S. Government and which principal and interest are unconditionally guaranteed by the issuing agency. Typical issuing names are, but not limited to: Federal Home Loan Mortgage Corporation (FHLMC), Tennessee Valley Authority (TVA), Federal National Mortgage Association (FNMA), Federal Home Loan Banks (FHLB), Federal Farm Credit Bank (FFCB) and Student Loan Marketing Association (SLMA).

Repurchase Agreements and Reverse Repurchase Agreements

Fully collateralized repurchase and reverse-repurchase agreements are permissible investments provided that the following conditions are met:

1. The Village has executed a Master Repurchase Agreement similar to the PSA's "Master Repurchase Agreement" with either a primary dealer, as defined by the Federal Reserve, or a bank or savings and loan domiciled in this state, and certified as a qualified depository, as defined in section 280.02.
2. The agreement has a defined termination date and is secured by obligations described in this investment policy.
3. Requires that the securities being purchased by the Village to be pledged to the Village, held in the Village's name, and deposited at the time the investment is made with the Village or with a third party selected and approved by the Village.

Prime Commercial Paper

Commercial Paper (CP) investments are limited to two hundred and seventy (270) day promissory notes issued by domestic corporations and are rated at least A-1/P-1 by a nationally recognized rating service such as Standard and Poor's or Moody's. Commercial Paper investments are not to exceed ten percent (10%) of the total portfolio.

Certificates of Deposit

Certificates of Deposit shall be purchased only from institutions that qualify under Florida Statute 280.02 as qualified public depositories.

Investment Pools

The Team is specifically authorized to avail the Village of investments in the State Board of Administration of Florida's Local Government Investment Pool and the Florida League of Cities Investment Pool.

Other

Security or other interests in any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, provided the portfolio meets the Village's investment policy.

THIRD - PARTY CUSTODIAL AGREEMENTS

All securities purchased by the Village under this section shall be properly designated as an asset of the Village of Indiantown and held in safekeeping by a third-party custodial bank or other third party custodial institution, chartered by the United States Government or the State of Florida, and no withdrawal of such securities, in whole or in part, shall be made from safekeeping, except by the people authorized by this policy. The strongest assurance and control that the securities have been properly segregated on behalf of the local jurisdiction is provided by an independent third party custodian.

DELIVERY VS PAYMENT

All investment transactions are to be performed on a Delivery vs Payment basis (DVP), whereby delivery of and payment for the security are simultaneous. Settlement shall occur at the third party custodian as designated by the Village prior to completion of the trade. Trades settled on a DVP basis minimize settlement risk and maximize accountability of the transaction: to maintain the Village's ownership interest in the security.

POLICY REPORTING, REVIEW AND AMENDMENTS

The Village's investment policy will be approved by the governing body and reviewed annually by the investment team. If investment conditions dictate a need for a modification of the Investment Policy prior to this annual review, the Finance Director may submit such changes to the Village Manager for approval. The Investment Policy shall be reviewed by the Village's independent certified public accountants as part of any financial audit, including schedules reflecting holdings in the Village portfolio and year-to-date returns on investment compared to the targeted yields. All investments will be adjusted annually, at fiscal year-end, to reflect the then current market value of the securities. The results of the adjustments will be incorporated into the financial records of the Village. A statement of compliance with section 218.415, Florida Statute, shall be included in the Comprehensive Annual Financial Report, which is copied to the State of Florida Office of the Auditor General.

FUND DESCRIPTIONS & HIGHLIGHTS

Governmental accounting systems should be organized and operated on a fund basis. Individual resources are allocated to, and accounted for, in separate accounting entities--identified as funds--based upon the purposes for which they are to be spent and the means by which spending activities are legally controlled.

Governmental units should establish and maintain those funds required by law and for sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established because unnecessary funds result in inflexibility, undue complexity and inefficient financial administration.

Since the Village was recently incorporated, the majority of the revenue and expenditures are classified as Governmental Funds, mostly General Fund. During FY 2021, additional funds were created: Capital Improvement Fund and Water and Sewer Fund.

General Fund - \$5,733,524

The General Fund of a government unit serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. The major sources of revenue for the General Fund include: ad valorem taxes, utility taxes, and intergovernmental revenues. All financial transactions for each department are categorized in the General Fund. Throughout the departments, you may notice variances in the proposed budget and prior year budget. This is mostly due to the continuous efforts to properly align the expenditures to the correct department.

Highlights of the proposed expenditures for FY 2022 are shown below:

Legislative:

Proposed expenditures for the FY 2022 includes funding for the salaries and fringe benefits (\$78,325) and \$27,750 in operational costs, such as professional services, travel and training, office equipment, maintenance and repair of equipment, memberships and subscriptions, and funding for the Mayor's State of the Village Address video (\$5,000). The proposed budget for the Legislative Department is \$108,575, which represents a decrease of -10.9% from the FY 2021 Revised Budget.

Administrative Services:

Proposed expenditures for the FY 2022 include funding of 5.5 employees and benefits (\$626,541), funding for federal and state lobbyists (\$50,000), utility and insurance costs, lease for temporary Village Hall (\$65,000), records management program (\$21,140), and transcription services. The budget plan includes funding for unanticipated studies, training for staff and the TPPG Tax Incentive Grant to FPL (\$525,000). In addition, there is an additional \$55,949, for emergency management or unanticipated expenses. The proposed budget for the Administrative Services Department is \$2,295,481, which represents



an increase of 25.0% from the FY 2021 Revised Budget.

Community and Economic Development:

Proposed expenditures for the FY 2022 include funding for the 5.5 employees and fringe benefits (\$350,319), contractual planning services, professional services for Building permitting and inspections, Code Compliance Education Program, and new enterprise resource system to manage code compliance and permitting functions (\$295,000). The proposed budget for the Community and Economic Development Department is \$652,719, which represents an increase of 42.8% from the FY 2021 Revised Budget.

Financial Services:

Proposed expenditures for the FY 2022 include funding for four (4) employee salaries and fringe benefits (\$191,672), contractual services (\$57,500), which includes the annual cost of the financial software. The budget plan also includes information technology services, procurement services and budget preparation services. The proposed budget for the Financial Services Department is \$259,172, which represents a -31.4% decrease from the FY 2021 Revised Budget.

Legal Services:

Proposed expenditures for the FY 2022 include funding for contractual legal services (\$144,000) and contractual special magistrate services (\$25,000). The proposed budget for the Legal Services Department is \$169,000, which remains the same as the prior year.

Parks and Recreation:

Proposed expenditures for the FY 2022 includes funding for Parks and Recreation staffing and contractual services to perform parks programming, parks facilities maintenance and enhancement of quality of life through activities and events. During the upcoming year, improvements are scheduled for the Big Mound Park, Booker Parks Sports Field and the Post Family Park. The budget includes proposed fees for the Playful City designation, utility vehicle for Park Ranger program (\$29,000), holiday decorations (\$10,000) and additional community events (\$5,000). The proposed budget for the Parks and Recreation Department is \$769,528 which represents an increase of 24.4% from the FY 2021 Revised Budget.



Public Works and Engineering:

Proposed expenditures for the FY 2022 include funding for contractual services to perform public works functions and studies, such as miscellaneous utility surveys, planning and design and environmental studies (\$820,000), unanticipated proposed studies (\$50,000) and street signs (\$10,000). Additional funds are budgeted in contingency for emergencies or unanticipated studies (\$25,000). The proposed budget for the Public Works and Engineering Department is \$1,011,000, which represents an increase of 1.8% from the FY 2021 Revised Budget.

Community Trust Fund - \$20,000

The Community Trust Fund was established through an agreement between the Martin County Board of County Commissioners and the Indiantown Cogeneration, LP for purposes of development of the Indiantown Cogeneration Project in July 1991. Since then the fund has been earning interest. The interest generated from the trust is designated for projects to enhance the quality of the town. Annually, the Village will receive project applications from not-for-profit organizations to perform services that have a public purpose and/or interest.

For the fiscal year 2022, it is anticipated that the Village will provide funding in the amount of \$20,000. However, funding is limited to the funds that are generated from interest earnings. Funding budgeted in the trust account is accounted for in a separate fund other than the General Fund.

Capital Improvement Fund - \$351,000

The Capital Improvement Fund accounts for those improvement projects that are usually non-recurring and typically high dollar. A separate fund to account for these expenses allow for control and accountability. For FY 2022, six (6) projects have been identified as a priority to the Village totaling \$351,000. The funding source for these projects is the General Fund. The Village is anticipating additional funding for projects through grants; however, the agreements have not been received. Therefore, the funding was not included in this budget. The projects that are included in the FY 2022 Budget are:

- *Big Mound Park Improvements - \$50,000*
- *Booker Parks Sports Field Improvements - \$91,000*
- *Post Family Park Improvements - \$75,000*
- *Sidewalk Repairs - \$10,000*
- *Roadway Repairs - \$25,000*
- *Drainage Improvements - \$100,000*

Water and Sewer Fund - \$2,100,000

The Water and Sewer Fund is a separate Enterprise Fund that operates like a business. This fund is not supported by the General Fund and operates with the funds generated by fees charged to customers. The Village has successfully negotiated the purchase of the private utility facility.

The budget includes operational costs, such as salaries and benefits totaling (\$580,999), repair and maintenance of equipment (\$235,000) and sludge disposal (\$100,000). The budget also includes a transfer to the General Fund for administrative costs (\$90,600) and contingencies of \$200,000 for unanticipated requirements.

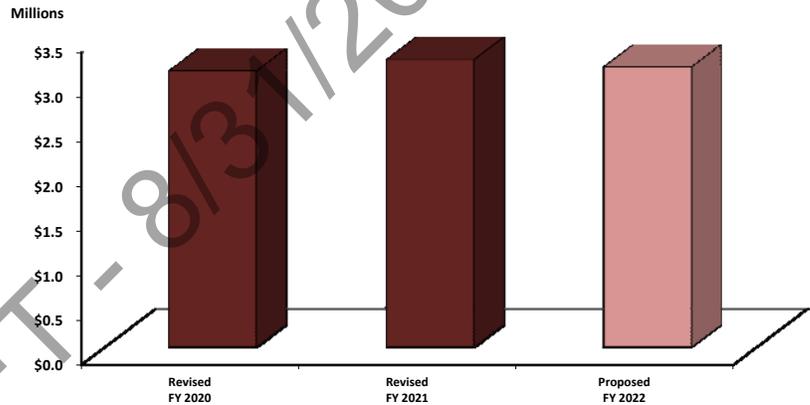


GENERAL FUND REVENUES & DESCRIPTIONS

The anticipated revenue to the general fund for the FY 2022 is \$5,377,524, a 7.8% increase from the FY 2021 Revised Budget. The revenue sources for the general fund are comprised of the Ad valorem Taxes, which make up 58.4% of the General Fund, other general government tax type revenues at 8.5%, Intergovernmental revenues at 18.9%, Permits and Franchise Fees at 11.9%, Charges for Services at .02%, Fines and Forfeitures at .2% and Miscellaneous revenues at 2.0%. Each revenue source will be described in detail below.

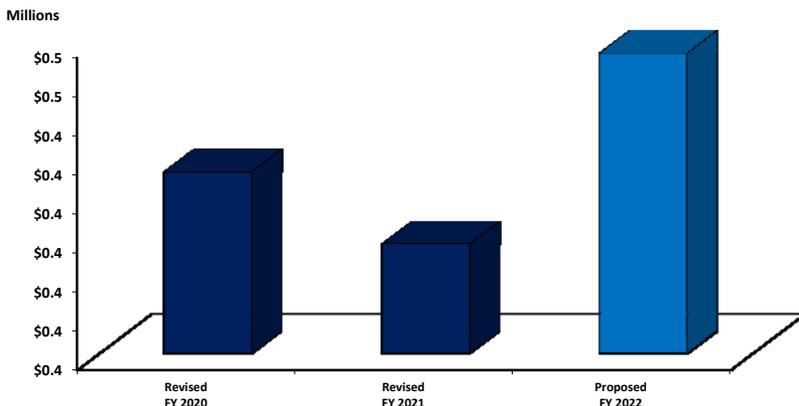
Ad Valorem Tax

The proposed ad-valorem or property tax millage rate for operating purposes is 1.6304 and will generate \$3,142,366, which is a slight decrease of -2.6% from the prior year. The ad valorem property tax makes up 58.4% of the General Fund budget. For the FY 2022, the operating millage rate does not include any Municipal Services Taxing Units (MSTU) equivalent payments to Martin County. Property taxes are paid based upon the assessed value of one's property and are calculated by a millage rate. Each mill generates \$1 of tax revenue for every \$1,000 of taxable property value. Taxable value may differ from assessed value because of exemptions, most commonly homestead exemptions valued up to \$50,000. The certified taxable value that supports the FY 2022 Proposed Budget is \$2,028,798,592. It is anticipated that future taxable values will steadily increase over the next few years.



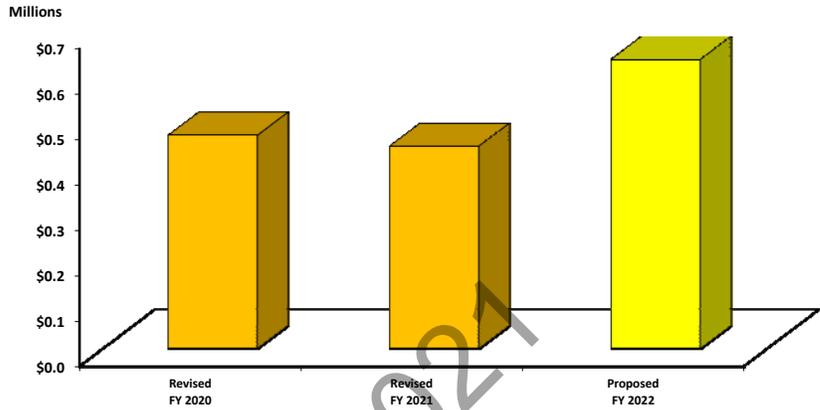
Other General Government Taxes

Revenues grouped in this category include Local Option Gas Taxes and Communications Services Taxes from the State of Florida, as well as, revenue generated from Business Tax Receipts. The total revenues anticipated in FY 2022 is \$456,869. The Communication Services Taxes is expected to increase by 12.0%. Communication Services revenue is anticipated to total \$72,405. The Local Option Gas Tax is expected to increase by 12% or \$41,113. The FY 2022 Proposed Budget is 12.0% more than the prior year.



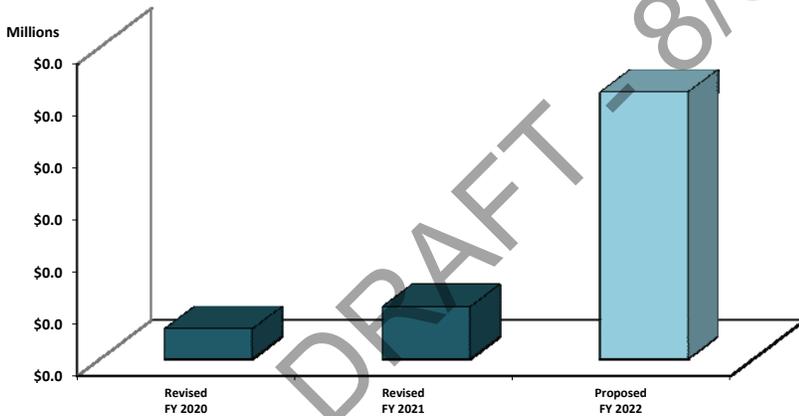
Permits & Franchise Fees

This revenue makes up 11.9% of the General Fund for \$637,739, which represents an increase of 42.8% from the FY 2021 Revised Budget. Components of this revenue source include Local Business Tax Receipts, Building Permit Fees, and Franchise fees collected from FPL on the electricity charged to its customers. Franchise Fees are based upon a 6% charge on each customer’s utility bill. Based upon development and/or construction, it is anticipated that the Village will receive \$125,000 for building permits. In addition, \$330,000 is expected to be generated from the franchise components during FY 2022.



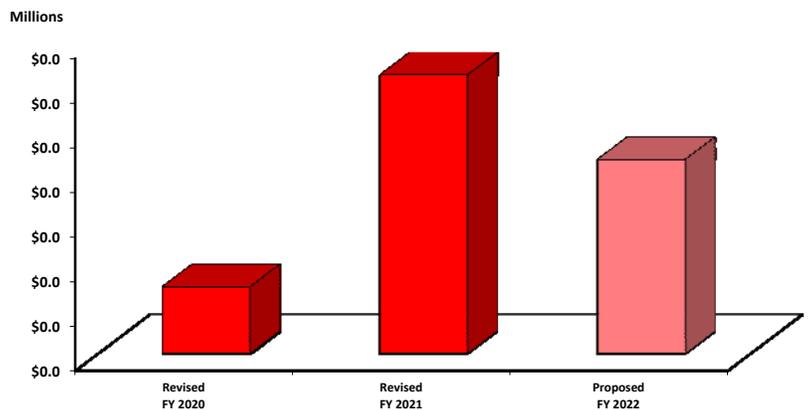
Charges for Services

The revenue in this category is received from users of specific services. It is anticipated that \$10,500 will be generated from this source, which makes up .2% of the General Fund. The Village first collected this revenue source during FY 2020, which was impacted by the COVID-19 pandemic. Now that conditions have improved, the Village is expected to realize an increase in facility rental revenues. This category of revenue includes parks and recreation fees, lien searches and notary services. FY 2022 represents the Village’s third year providing recreational programming.



Fines & Forfeitures

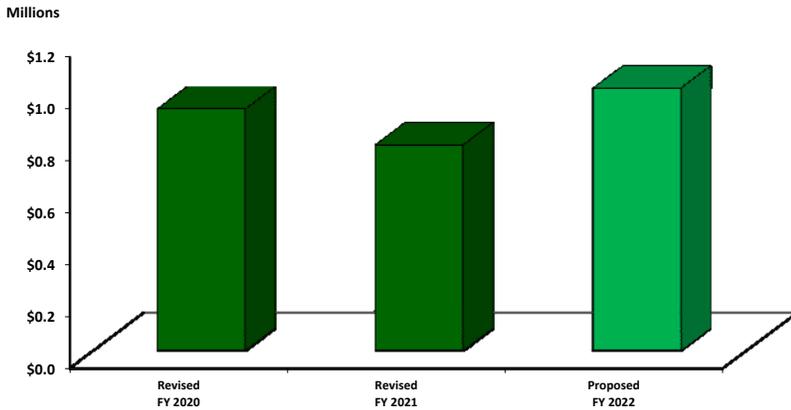
The revenue in this category includes fines from code violations and traffic fines. The revenue from this source is anticipated to generate \$8,700, which represents -\$3,800 decrease from the prior year due to the decrease in the anticipated municipal code violations. This category represents .2% of the General Fund. The staff continues to analyze the fee structure to ensure the fees are appropriate for the Village.



Intergovernmental Revenue

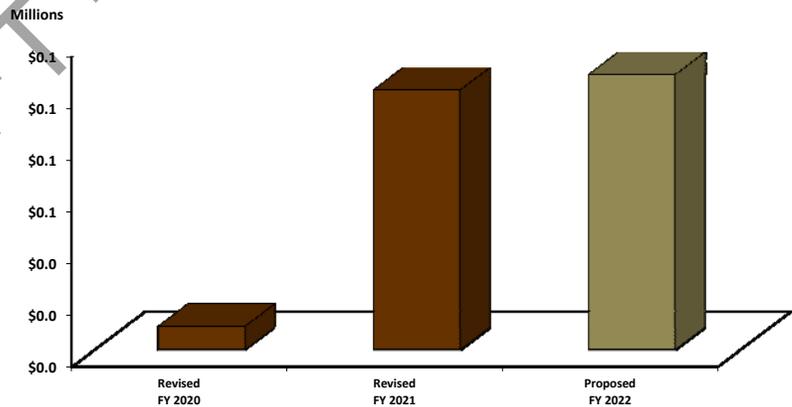
Intergovernmental revenue includes funding from the State of Florida, such as the Half-Cent Sales Tax, State Revenue Sharing proceeds and the Mobile License Tax. This category makes up 18.9% of the General Fund budget. The FY 2022 budget is anticipated at \$1,015,000, which reflects an increase from the prior year by 27.6%. Half-Cent Sales Tax revenue is based upon population and will generate

\$793,383. The State Revenue Sharing program will generate \$211,617 and it is collected through sales and use taxes by the State. Both sources have increased from the prior year. Note that both revenue sources are volatile sources of revenue from the state. These sources will be monitored and an assessment of the revenues may yield adjustments by mid-year. These estimates were determined by the current economic conditions.



Miscellaneous Revenues

Any revenues that the Village receives that cannot be identified in the above categories are included in this category. This includes interest earnings and public records requests. The miscellaneous revenue makes up 2% of the General Fund and is proposed at \$106,600. This category is made up of mostly the interest earnings of \$10,000 and a transfer from the Water and Sewer Fund of \$90,600 for administrative services. It is noted that the interest earnings revenues are a volatile sources of income.



PERSONNEL COMPLEMENT

Department	FY 2021 Revised	FY 2022 Proposed	Difference
Legislative	5	5	0
Administrative Services	5.5	5.5	0
Community & Economic Development	4	5.5	1.5
Financial Services	4	4	0
Parks & Recreation	2.5	4	1.5
Public Works (Water & Sewer Fund)	7	7	0
Public Safety	1	0	-1
Total Staffing	29	31	2

Pursuant to Section 3.4 (“Health Benefits”) of the Village of Indiantown’s Personnel Regulations, for the fiscal year 2021-2022, the Village shall pay the following portions of employee health benefit premiums as follows:

- Senior Management: 100% for employee and dependents
- General Employees: 90% for employee and 75% for dependents

PROPERTY TAX & COMPONENTS OF TAX BILL

	FY 2021 Adopted	FY 2022 Proposed	% Change
Operating Millage Rate	1.6304	1.6304	0.0%
Total Millage Rate	1.6304	1.6304	0.0%

FY 2022 Value of 1 Mill		
Mills	Gross Revenue	Net Revenue (95%)
1.00	\$2,028,799	\$1,927,359
0.75	\$1,521,599	\$1,445,519
0.50	\$1,014,399	\$963,679
0.40	\$811,519	\$770,943
0.30	\$608,640	\$578,208
0.25	\$507,200	\$481,840
0.16	\$324,608	\$308,377
0.15	\$304,320	\$289,104
0.10	\$202,880	\$192,736

Property Taxes at 1.6304		
Assessed Value	With \$50,000 Homestead Exemption	No Homestead Exemption
\$160,000	\$180	\$261
\$145,000	\$155	\$237
\$130,000	\$131	\$212
\$115,000	\$106	\$188
\$100,000	\$82	\$163
\$85,000	\$57	\$139
\$65,000	\$25	\$106
\$70,000	\$33	\$114
\$55,000	\$8	\$90

Components of the tax bill – Indiantown represents 9% of the Tax Bill





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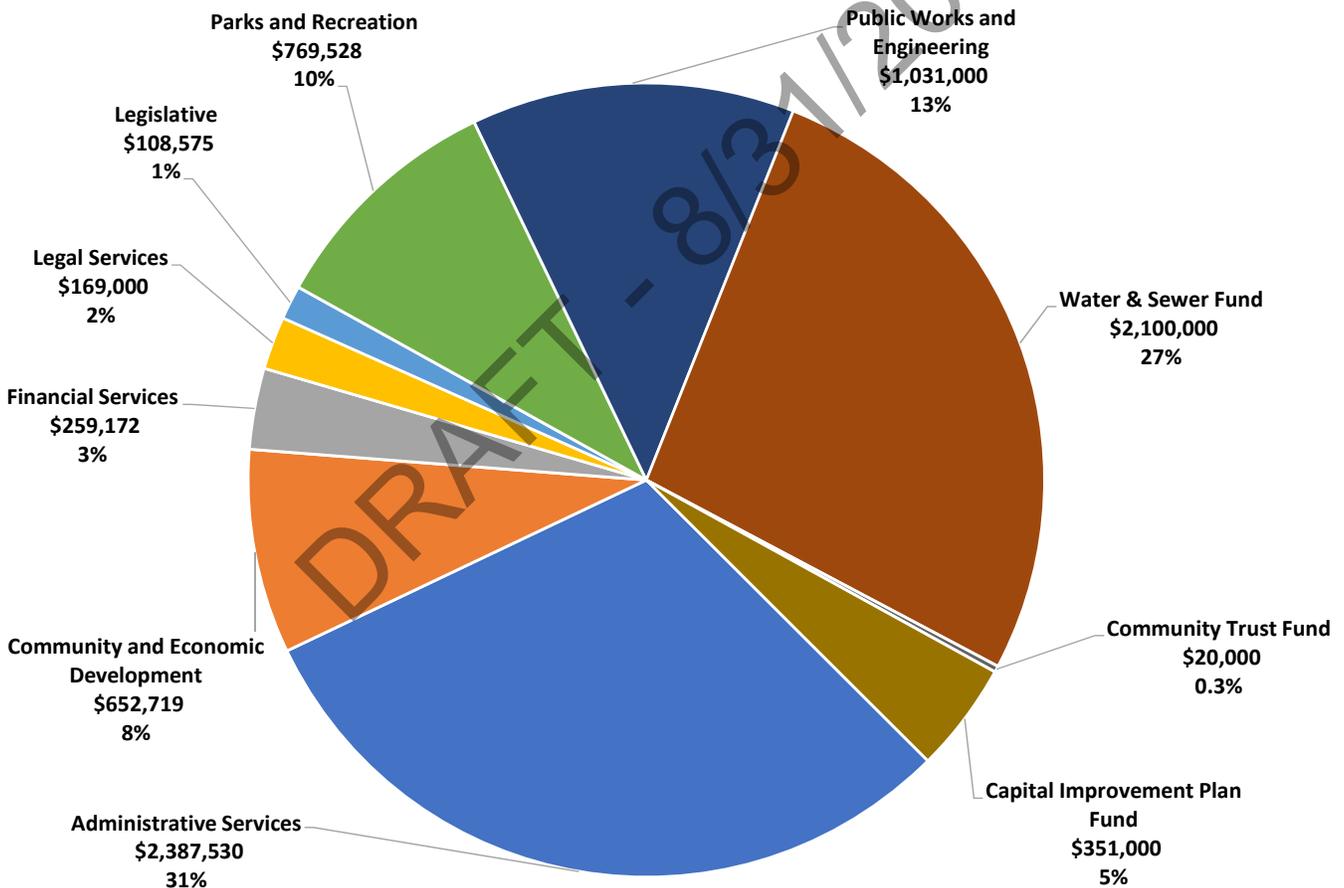
FINANCIAL & DEPARTMENTAL SECTION

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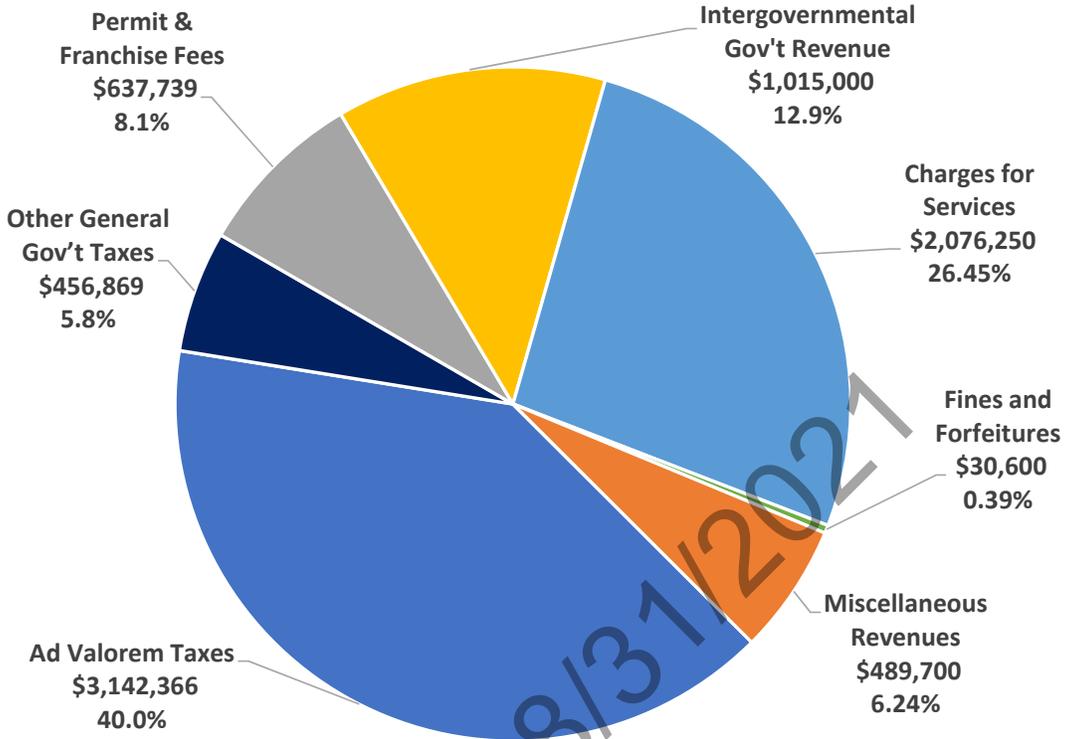
FINANCIAL AND DEPARTMENTAL

The All Funds Proposed Budget is **\$7,848,524**, for the General Fund, Community Trust Fund, Capital Improvement Fund and Water and Wastewater Fund. The FY 2021-2022 Proposed Budget for the Village of Indiantown, Florida was developed using a modified zero based budget approach. This model enhances decision-making and focuses on policy planning and resource allocation. The information contained in the section reflects the Village’s financial resources. It includes graphics and tables that will enhance the reader’s visual representation of this information. This section includes the summaries at the fund level by revenue source and expenditure category. This section also includes the proposed budgets at the department level. This section provides a summary of each department, its FY 2020-2021 accomplishments, FY 2021-2022 initiatives, as well as, the staffing complement.

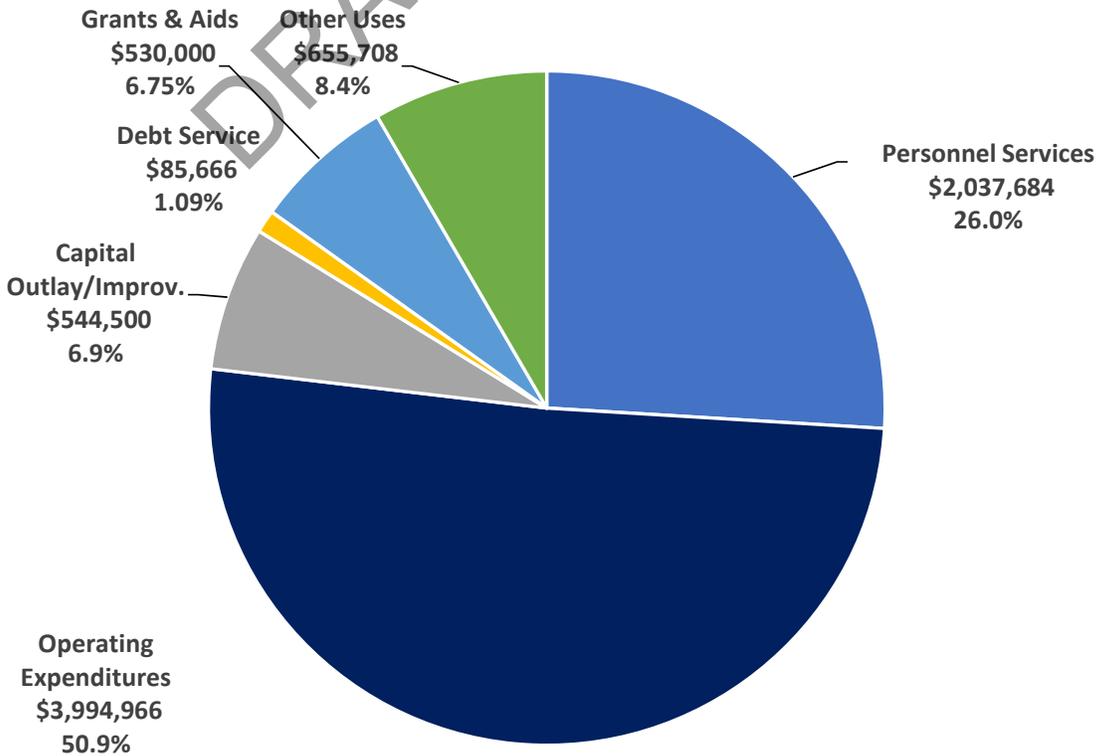
FY2021-2022 All Funds Proposed Budget



ALL FUNDS – REVENUES - \$7,848,524



ALL FUNDS – EXPENSES - \$7,848,524



ALL FUNDS – REVENUES AND EXPENSES

	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
Ad Valorem Tax	3,224,982	3,142,366	(82,616)	-2.6%
Other General Gov't Tax	408,006	456,869	48,863	12.0%
Permits & Franchise Fees	446,500	637,739	191,239	42.8%
Intergovernmental Gov't Revenues	795,621	1,015,000	219,379	27.6%
Fines & Forfeitures	12,500	30,600	18,100	144.8%
Charges for Services	2,102,000	2,076,250	(25,750)	-1.2%
Miscellaneous Revenues	345,600	489,700	144,100	41.7%
All Funds Revenues	7,335,209	7,848,524	513,315	7.0%

	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
Personnel Services	2,205,713	2,037,684	(168,029)	-7.6%
Operating Expenditures	3,977,701	3,994,966	17,266	0.4%
Capital Outlay/Improvements	175,300	544,500	369,200	210.6%
Debt Service	1,100	85,666	84,566	7687.8%
Grants & Aids	355,000	530,000	175,000	49.3%
Other Uses	620,395	655,708	35,313	5.7%
All Funds Expenditures	7,335,209	7,848,524	513,315	7.0%

ALL FUNDS – REVENUES

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
311001	Ad valorem Taxes	3,224,982	3,142,366	-82,616	-2.6%
312100	Local Option Fuel Tax (LOCO)	343,351	384,464	41,113	12.0%
315000	Communications Services Taxes	64,655	72,405	7,750	12.0%
	General Government Taxes	3,632,988	3,599,235	-33,753	-0.9%
316000	Local Business Tax	5,500	63,155	57,655	1048.3%
323000	Permits - Fees, Licenses, Special Events	1,000	3,540	2,540	254.0%
323100	Franchise Fees-Electricity	300,000	300,000	-	0.0%
323110	Growth Management/Planning &	-	30,000	30,000	100.0%
323XXX	Planning & Development Review	-	99,194	99,194	100.0%
323120	Building permits	110,000	125,000	15,000	13.6%
323130	Technology Fee	-	5,925	5,925	100.0%
323400	Franchise Fee - Gas	30,000	-	-30,000	-100.0%
322XXX	Certificate of Use	-	5,925	5,925	100.0%
322XXX	Construction Professional Registrations	-	5,000	5,000	100.0%
	Permits & Franchise Fees	446,500	637,739	191,239	42.8%
335100	State Revenue Sharing	158,758	221,617	62,859	39.6%
335140	Mobile License Tax	10,000	-	-10,000	-100.0%
335180	Local gov half-cent sales tax	626,863	793,383	166,520	26.6%
	Intergovernmental Revenues	795,621	1,015,000	219,379	27.6%
351500	Court Fines	2,500	1,200	-1,300	-52.0%
354102	Village Code Violations	5,000	2,500	-2,500	-50.0%
354103	Building Code Violations	5,000	5,000	-	0.0%
343304	Residential Late Fee	-	20,000	20,000	100.0%
343306	Business Late Fee	-	1,900	1,900	100.0%
	Fines & Forfeitures	12,500	30,600	18,100	144.8%
340010	Parks Services	-	5,000	5,000	100.0%
342160	Notary Services	1,000	250	-750	-75.0%
349000	Lien Search	1,000	5,000	4,000	400.0%
343300	Charges for Services Water Utility	1,260,000	-	-1,260,000	-100.0%
343301	Water Sales	-	774,500	774,500	100.0%
343303	Private Water System Operation	-	5,000	5,000	100.0%
343305	Connection Fees	-	35,000	35,000	100.0%
343500	Service Charge -Sewer/Wastewater	840,000	-	-840,000	-100.0%
343501	Wastewater Sales	-	1,250,000	1,250,000	100.0%
343503	Lift Station Revenue	-	1,500	1,500	100.0%
	Charges for Services	2,102,000	2,076,250	-25,750	-1.2%
360000	Other Miscellaneous Revenues	-	5,000	5,000	100.0%
361100	Interest Income	29,000	31,000	2,000	6.9%
366000	Contributions - Other	-	1,000	1,000	100.0%
369902	Record Request Fee	1,000	-	-1,000	-100.0%
386940	Transfer In - Utility	90,600	90,600	-	0.0%
386900	Transfer In - from General Fund	225,000	351,000	126,000	56.0%
343307	Misc Repair - Water	-	100	100	100.0%
343309	Default: Charges	-	6,000	6,000	100.0%
343350	Guarantee Revenues	-	5,000	5,000	100.0%
	Miscellaneous Revenues	345,600	489,700	144,100	41.7%
	All Funds Revenues	7,335,209	7,848,524	513,315	7.0%

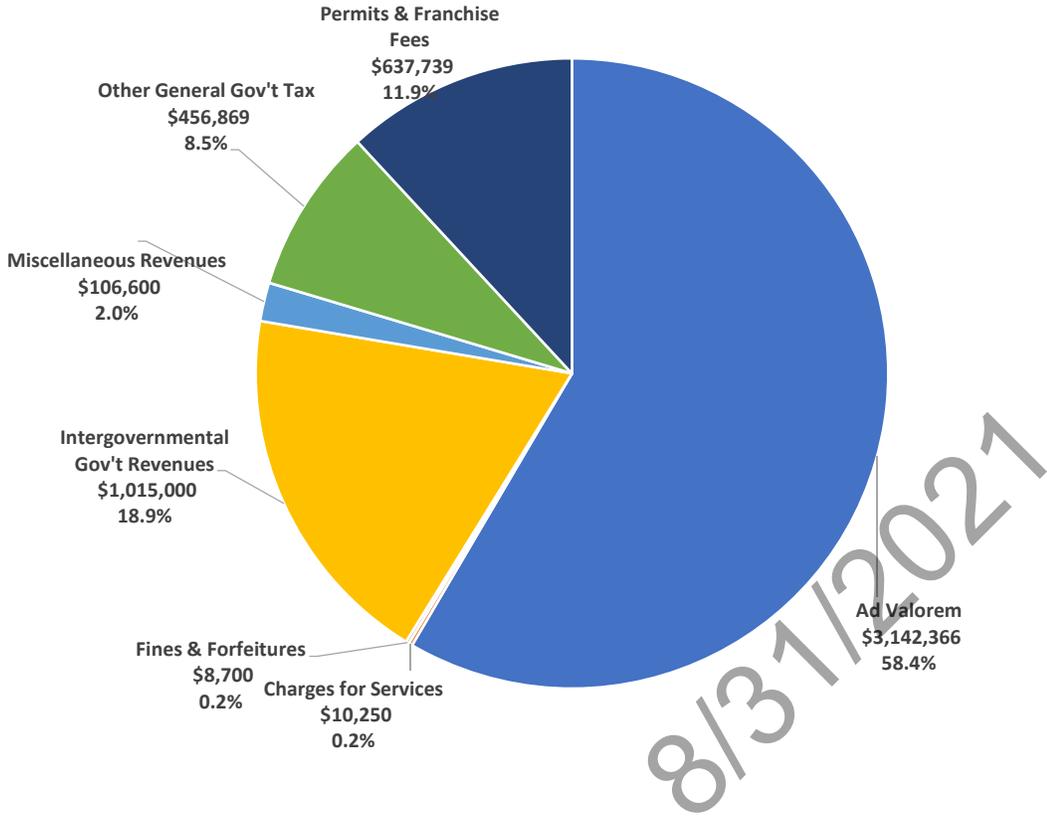
ALL FUNDS – EXPENSES

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112	Employer Payroll Taxes (ER)	123,168	120,308	(2,860)	-2.3%
119	Employee Benefits	22,000	-	(22,000)	-100.0%
120	Wages	1,362,770	1,418,409	55,639	4.1%
121	FRS-Retirement Contributions	199,957	156,841	(43,116)	-21.6%
122	Contribution - Deff Comp. Plan	15,050	14,000	(1,050)	-7.0%
123	Employees Health Insurance	409,268	286,625	(122,643)	-30.0%
130	Temporary Staffing	69,000	37,000	(32,000)	-46.4%
150	Elections	2,000	2,000	-	0.0%
161	Holiday Pay-Overtime	2,500	2,500	-	0.0%
	Personnel Services	2,205,713	2,037,684	(2,860)	7.6%
310	Professional Services	481,300	346,000	(135,300)	-28.1%
312	Legal services	169,000	169,000	-	0.0%
313	Financial services	143,000	55,000	(88,000)	-61.5%
314	Recruitment Services	8,950	21,750	12,800	143.0%
315	Utility Billing	210,000	170,000	(40,000)	-19.0%
316	Proposed Studies	10,000	50,000	40,000	400.0%
320	Accounting & Auditing	7,200	-	(7,200)	-100.0%
341	Bank Charges	7,300	10,600	3,300	45.2%
343	Professional services - other	18,000	10,000	(8,000)	-44.4%
344	Payroll Expense- Contracted	2,100	-	(2,100)	-100.0%
349	Contractual Services	1,219,474	1,251,581	32,108	2.6%
400	Travel and per diem	19,480	54,900	35,420	181.8%
401	Car Allowance	-	6,000	6,000	100.0%
410	Communications/internet service	14,600	22,345	7,745	53.0%
411	Information and Technology Serv	63,900	60,000	(3,900)	-6.1%
412	Computer Operating Expenses	30,000	30,000	-	0.0%
413	Website Hosting	4,000	4,000	-	0.0%
414	Software	20,000	20,000	-	0.0%
415	Software >\$2,000	23,000	18,000	(5,000)	-21.7%
420	Freight and postage	7,000	7,500	500	7.1%
430	Utility Services	285,600	310,000	24,400	8.5%
439	Fuel	15,000	32,200	17,200	114.7%
440	Rent and leases	71,200	65,000	(6,200)	-8.7%
445	Rental Fees - Equipment	8,500	15,000	6,500	76.5%
450	Insurance	79,000	113,000	34,000	43.0%
460	Repair and maintenance	656,697	634,000	(22,697)	-3.5%
461	Repair & Maintenance Office	8,500	9,000	500	5.9%
471	Printing & Binding	15,000	14,100	(900)	-6.0%

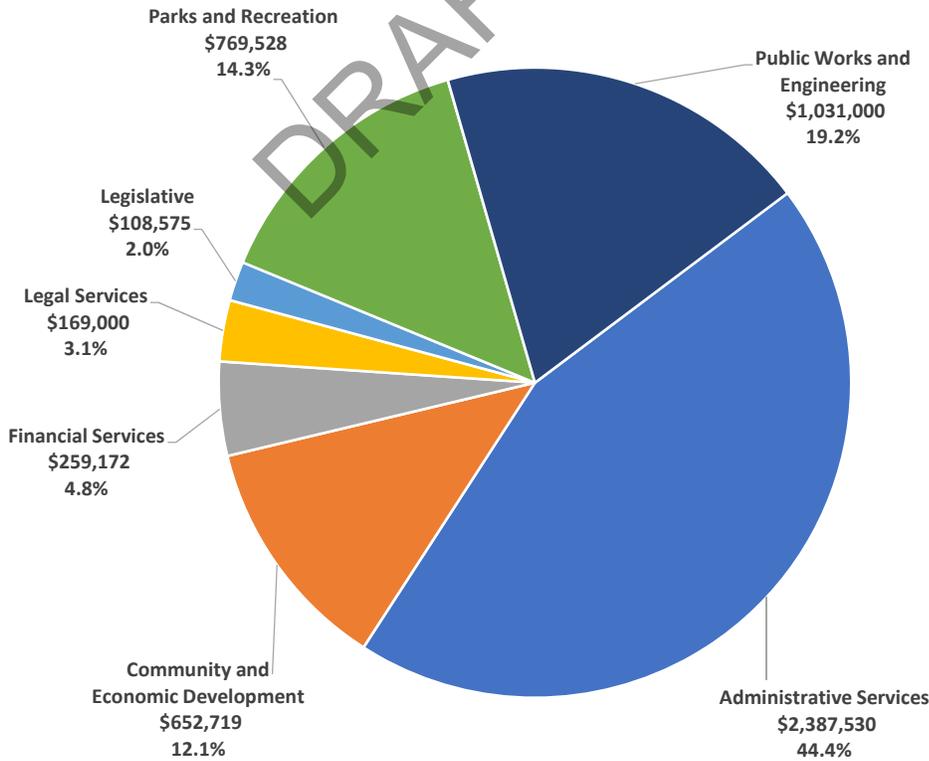
ALL FUNDS – EXPENSES (Cont'd)

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
481	Advertising	10,000	21,000	11,000	110.0%
492	CERT	7,000	7,000	-	0.0%
510	Office supplies	11,500	13,400	1,900	16.5%
511	Office Furniture & Equipment	-	2,500	2,500	100.0%
520	Operating supplies	125,800	162,000	36,200	28.8%
521	Community Program Expenses	20,000	20,000	-	0.0%
523	TRANSCRIPTION SERVICES	6,000	15,750	9,750	162.5%
524	Uniforms	3,500	5,500	2,000	57.1%
525	Chemicals	40,800	57,000	16,200	39.7%
526	Records Management	12,000	21,140	9,140	76.2%
529	Sludge Disposal	85,000	100,000	15,000	17.6%
539	Street Signs	15,000	10,000	(5,000)	-33.3%
540	Books, pub, sub, & memberships	16,200	23,200	7,000	43.2%
550	Training	26,200	36,000	9,800	37.4%
591	Employee Discount	900	1,500	600	66.7%
	Operating Expenditures	3,977,701	3,994,966	17,266	0.4%
631	Sidewalk Repairs	-	10,000	10,000	100.0%
634	Infrastructure Drainage	41,300	100,000	58,700	142.1%
632	Booker Park Sports Field (Capital	5,000	91,000	86,000	1720.0%
632	Big Mound Park Improvements	-	50,000	50,000	100.0%
632	Post Family Park Improvements	-	75,000	75,000	100.0%
640	Water Utility Services	12,000	50,000	38,000	316.7%
640	Sewer/Wastewater Services	8,000	50,000	42,000	525.0%
640	Capital Outlay - Mach & Equip	109,000	118,500	9,500	8.7%
	Capital Outlay/Improvements	175,300	544,500	369,200	210.6%
71X	Debt Principal Expense	-	64,758	64,758	100.0%
721	Interest Expense on Customer	1,100	20,908	19,808	1800.7%
	Debt Service	1,100	85,666	84,566	7687.8%
820	Aids and Grants (to Community)	5,000	5,000	-	0.0%
830	TPPG Tax Incentive Grant Program	350,000	525,000	175,000	50.0%
		355,000	530,000	175,000	49.3%
910	Transfer Out	80,574	441,600	361,026	448.1%
950	Bad Debt Expense	2,000	3,500	1,500	75.0%
951	Contingencies	483,906	203,608	(280,298)	-57.9%
990	COVID 19	48,915	-	(48,915)	-100.0%
995	Miscellaneous Expenses	5,000	7,000	2,000	40.0%
	Other Uses	620,395	655,708	35,313	5.7%
	All Funds Expenditures	7,335,209	7,848,524	513,315	7.0%

GENERAL FUND – REVENUES - \$5,377,524



GENERAL FUND – EXPENSES - \$5,377,524



GENERAL FUND – REVENUES AND EXPENSES

	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
Ad Valorem Tax	3,224,982	3,142,366	(82,616)	-2.6%
Other General Gov't Tax	408,006	456,869	48,863	12.0%
Permits & Franchise Fees	446,500	637,739	191,239	42.8%
Intergovernmental Gov't Revenues	795,621	1,015,000	219,379	27.6%
Fines & Forfeitures	12,500	8,700	(3,800)	-30.4%
Charges for Services	2,000	10,250	8,250	412.5%
Miscellaneous Revenues	100,600	106,600	6,000	6.0%
General Fund Revenues	4,990,209	5,377,524	387,315	7.8%

	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
Personnel Services	1,488,194	1,456,685	(31,509)	-2.1%
Operating Expenditures	2,914,021	2,840,390	(73,631)	-2.5%
Capital Outlay/Improvements	109,000	118,500	9,500	8.7%
Grants & Aids	355,000	530,000	175,000	49.3%
Other Uses	123,994	431,949	307,955	248.4%
General Fund Expenditures	4,990,209	5,377,524	387,315	7.8%

GENERAL FUND – REVENUES

Account	Account Description	FY 2021	FY 2022	FY 2022 vs	FY 2022 vs
311001	Ad valorem taxes	3,224,982	3,142,366	-82,616	-2.6%
312100	Local Option Fuel Tax (LOCO)	343,351	384,464	41,113	12.0%
315000	Communications Services Taxes	64,655	72,405	7,750	12.0%
	General Government Taxes	3,632,988	3,599,235	-33,753	-0.9%
316000	Local Business Tax	5,500	63,155	57,655	1048.3%
323000	Permits - Fees, Licenses, Special Events	1,000	3,540	2,540	254.0%
323100	Franchise Fees-Electricity	300,000	300,000	-	0.0%
323110	Growth Management/Planning &	-	30,000	30,000	100.0%
323XXX	Planning & Development Review	-	99,194	99,194	100.0%
323120	Building permits	110,000	125,000	15,000	13.6%
323130	Technology Fee	-	5,925	5,925	100.0%
323400	Franchise Fee - Gas	30,000	-	-30,000	-100.0%
322XXX	Certificate of Use	-	5,925	5,925	100.0%
322XXX	Construction Professional Registrations	-	5,000	5,000	100.0%
	Permits & Franchise Fees	446,500	637,739	191,239	42.8%
335100	State Revenue Sharing	158,758	221,617	62,859	39.6%
335140	Mobile License Tax	10,000	-	-10,000	-100.0%
335180	Local gov half-cent sales tax	626,863	793,383	166,520	26.6%
	Intergovernmental Revenues	795,621	1,015,000	219,379	27.6%
351500	Court Fines	2,500	1,200	-1,300	-52.0%
354102	Village Code Violations	5,000	2,500	-2,500	-50.0%
354103	Building Code Violations	5,000	5,000	-	0.0%
	Fines & Forfeitures	12,500	8,700	-3,800	-30.4%
340010	Parks Services	-	5,000	5,000	100.0%
342160	Notary Services	1,000	250	-750	-75.0%
349000	Lien Search	1,000	5,000	4,000	400.0%
	Charges for Services	2,000	10,250	8,250	412.5%
360000	Other Miscellaneous Revenues	-	5,000	5,000	100.0%
361100	Interest Income	9,000	10,000	1,000	11.1%
366000	Contributions - Other	-	1,000	1,000	100.0%
369902	Record Request Fee	1,000	-	-1,000	-100.0%
386940	Transfer In - Utility	90,600	90,600	-	0.0%
	Miscellaneous Revenues	100,600	106,600	6,000	6.0%
	General Fund Revenues	4,990,209	5,377,524	387,315	7.8%

GENERAL FUND – EXPENSES

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112	Employer Payroll Taxes (ER)	77,922	76,011	(1,911)	-2.5%
120	Wages	934,590	1,018,612	84,022	9.0%
121	FRS-Retirement Contributions	140,842	116,862	(23,980)	-17.0%
122	Contribution - Deff Comp. Plan	15,050	14,000	(1,050)	-7.0%
123	Employees Health Insurance	253,290	196,700	(56,590)	-22.3%
130	Temporary Staffing	62,000	30,000	(32,000)	-51.6%
150	Elections	2,000	2,000	-	0.0%
161	Holiday Pay-Overtime	2,500	2,500	-	0.0%
	Personnel Services	1,488,194	1,456,685	(31,509)	-2.1%
310	Professional Services	384,000	246,000	(138,000)	-35.9%
312	Legal services	169,000	169,000	-	0.0%
313	Financial services	114,000	-	(114,000)	-100.0%
314	Recruitment Services	8,950	21,750	12,800	143.0%
316	Proposed Studies	10,000	50,000	40,000	400.0%
341	Bank Charges	3,500	5,600	2,100	60.0%
343	Professional services - other	18,000	10,000	(8,000)	-44.4%
344	Payroll Expense- Contracted	2,100	-	(2,100)	-100.0%
349	Contractual Services	1,189,871	1,165,000	(24,871)	-2.1%
400	Travel and per diem	17,000	43,700	26,700	157.1%
401	Car Allowance	-	6,000	6,000	100.0%
410	Communications/internet service	-	250	250	100.0%
411	Information and Technology Serv	63,900	60,000	(3,900)	-6.1%
412	Computer Operating Expenses	30,000	30,000	-	0.0%
413	Website Hosting	4,000	4,000	-	0.0%
414	Software	20,000	20,000	-	0.0%
415	Software >\$2,000	23,000	18,000	(5,000)	-21.7%
420	Freight and postage	7,000	7,500	500	7.1%
430	Utility Services	117,000	140,000	23,000	19.7%
439	Fuel	1,500	7,200	5,700	380.0%
440	Rent and leases	71,200	65,000	(6,200)	-8.7%
450	Insurance	50,000	84,000	34,000	68.0%
460	Repair and maintenance	397,500	374,000	(23,500)	-5.9%
461	Repair & Maintenance Office	8,500	9,000	500	5.9%
471	Printing & Binding	15,000	14,100	(900)	-6.0%

GENERAL FUND – EXPENSES (Cont’d)

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
481	Advertising	10,000	21,000	11,000	110.0%
492	CERT	7,000	7,000	-	0.0%
510	Office supplies	11,500	13,400	1,900	16.5%
511	Office Furniture & Equipment	-	2,500	2,500	100.0%
520	Operating supplies	85,000	142,000	57,000	67.1%
523	TRANSCRIPTION SERVICES	6,000	15,750	9,750	162.5%
524	Uniforms	2,500	4,000	1,500	60.0%
526	Records Management	12,000	21,140	9,140	76.2%
539	Street Signs	15,000	10,000	(5,000)	-33.3%
540	Books, pub, sub, & memberships	15,000	22,000	7,000	46.7%
550	Training	25,000	31,500	6,500	26.0%
	Operating Expenditures	2,914,021	2,840,390	(73,631)	-2.5%
640	Capital Outlay - Mach & Equip	109,000	118,500	9,500	8.7%
	Capital Outlay/Improvements	109,000	118,500	9,500	8.7%
820	Aids and Grants (to Community)	5,000	5,000	-	0.0%
830	TPPGTax Incentive Grant Program	350,000	525,000	175,000	50.0%
	Aids & Donations	355,000	530,000	175,000	49.3%
910	Transfer Out	31,254	351,000	319,746	1023.0%
951	Contingencies	43,825	80,949	37,124	84.7%
990	COVID 19	48,915	-	(48,915)	-100.0%
995	Other Uses	123,994	431,949	307,955	248.4%
	General Fund Expenditures	4,990,209	5,377,524	387,315	7.8%

COMMUNITY TRUST FUND

Account	Account Description	FY 2021	FY 2022	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
		Revised Budget	Proposed Budget		
361100	Interest Income	20,000	20,000	-	0.0%
	Miscellaneous Revenue	20,000	20,000	-	0.0%
	Community Trust Fund Revenues	20,000	20,000	-	0.0%

Account	Account Description	FY 2021	FY 2022	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
		Revised Budget	Proposed Budget		
521	Community Program Expenses	20,000	20,000	-	0.0%
	Operating Expenditures	20,000	20,000	-	0.0%
	Community Trust Fund Expenditures	20,000	20,000	-	0.0%

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CAPITAL IMPROVEMENT FUND

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
386900	Transfer In - from General Fund	225,000	351,000	126,000	56.0%
	Charges for Services	225,000	351,000	126,000	56.0%
	Capital Improvement Fund Revenues	225,000	351,000	126,000	56.0%

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
349	Contractual Services	123,249	-	(123,249)	-100.0%
460	Repair and maintenance	24,197	25,000	803	3.3%
	Operating Expenditures	147,446	25,000	(122,446)	-83.0%
631	Sidewalk Repairs	-	10,000	10,000	100.0%
632	Park Improvements	36,254	216,000	179,746	495.8%
634	Infrastructure Drainage	41,300	100,000	58,700	142.1%
	Capital Outlay/Improvements	77,554	326,000	3,554	558.2%
	Capital Improvement Fund Expenditures	225,000	351,000	126,000	56.0%

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WATER AND SEWER FUND (Revenues)

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
343300	Charges for Services Water Utility	1,260,000	-	(1,260,000)	-100.0%
343301	Water Sales-Residential	-	617,000	617,000	100.0%
343302	Water Sales - Commercial	-	150,000	150,000	100.0%
343303	Private Water System Operation	-	5,000	5,000	100.0%
343305	Connection Fees	-	35,000	35,000	100.0%
343311	Water Sales - Public Fire	-	5,000	5,000	100.0%
343312	Water Sales - Private Fire	-	2,500	2,500	100.0%
343500	Service Charge -Sewer/Wastewtr Utility	840,000	-	(840,000)	-100.0%
343501	Wastewater Sales-Residential	-	1,000,000	1,000,000	100.0%
343502	Wastewater Sales-Commercial	-	250,000	250,000	100.0%
343503	Lift Station Revenue	-	1,500	1,500	100.0%
	Charges for Services	2,100,000	2,066,000	(34,000)	-1.6%
343304	Residential Late Fee	-	20,000	20,000	100.0%
343306	Business Late Fee	-	1,900	1,900	100.0%
	Fines & Forfeitures	-	21,900	21,900	100.0%
343307	Misc Repair - Water	-	100	100	100.0%
343309	Default: Charges	-	6,000	6,000	100.0%
343350	Guarantee Revenues	-	5,000	5,000	100.0%
361100	INTEREST INCOME	-	1,000	1,000	100.0%
	Miscellaneous Revenues	-	12,100	12,100	100.0%
	Water and Wastewater Utility Fund Revenues	2,100,000	2,100,000	-	0.0%

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WATER AND SEWER FUND (Expenses)

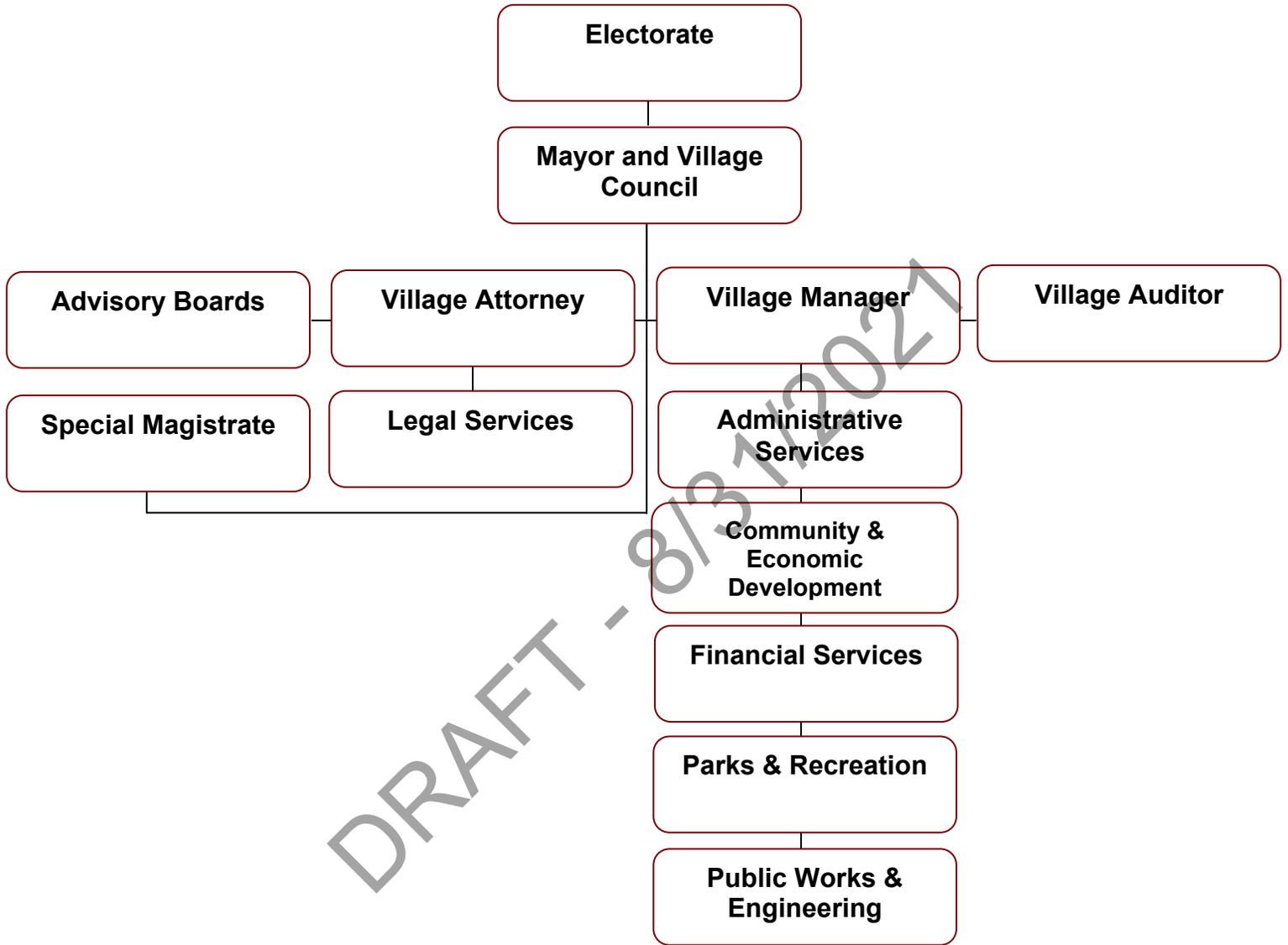
Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112	Employer Payroll Taxes (ER)	45,246	44,297	(949)	-2.1%
119	Employee Benefits	22,000	-	(22,000)	-100.0%
120	Wages	428,180	399,797	(28,383)	-6.6%
121	FRS-Retirement Contributions	59,115	39,980	(19,135)	-32.4%
123	Employees Health Insurance	155,978	89,925	(66,053)	-42.3%
130	Temporary Staffing	7,000	7,000	-	0.0%
	Personel Services	717,519	580,999	(136,520)	-183.4%
310	Professional Services	97,300	100,000	2,700	2.8%
313	Financial services	29,000	55,000	26,000	89.7%
315	Utility Billing	210,000	170,000	(40,000)	-19.0%
320	Accounting & Auditing	7,200	-	(7,200)	-100.0%
341	Bank Charges	3,800	5,000	1,200	31.6%
349	Contractual Services	100,100	86,581	(13,519)	-13.5%
400	Travel and per diem	2,480	11,200	8,720	351.6%
410	Communications/internet service	14,600	22,095	7,495	51.3%
430	Utility Services	168,600	170,000	1,400	0.8%
439	Fuel	13,500	25,000	11,500	85.2%
445	Rental Fees - Equipment	8,500	15,000	6,500	76.5%
450	Insurance	29,000	29,000	-	0.0%
460	Repair and maintenance	235,000	235,000	-	0.0%
520	Operating supplies	40,800	20,000	(20,800)	-51.0%
524	Uniforms	1,000	1,500	500	50.0%
525	Chemicals	40,800	57,000	16,200	39.7%
529	Sludge Disposal	85,000	100,000	15,000	17.6%
540	Books, pub, sub, & memberships	1,200	1,200	-	0.0%
550	Training	1,200	4,500	3,300	275.0%
591	Employee Discount	900	1,500	600	66.7%
	Operating Expenditures	1,089,980	1,109,576	19,596	1.8%
640	Capital Outlay - Mach & Equip	20,000	100,000	80,000	400.0%
	Capital Outlay/Improvements	20,000	100,000	80,000	400.0%
720	Debt Principal Expense	-	64,758	64,758	100.0%
721	Interest Expense on Customer	1,100	20,908	19,808	1800.7%
	Debt Service	1,100	85,666	84,566	7687.8%
910	Transfer Out	49,320	90,600	41,280	83.7%
950	Bad Debt Expense	2,000	3,500	1,500	75.0%
951	Contingencies	215,081	122,659	(92,422)	-43.0%
995	Miscellaneous Expenses	5,000	7,000	2,000	40.0%
	Other Sources	271,401	223,759	(47,642)	-17.6%
	Water and Sewer Fund Expenditures	2,100,000	2,100,000	(0)	0.0%



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ORGANIZATIONAL CHART



Staffing Complement

Revised FY21	Proposed FY22	Diff
5	5	0

LEGISLATIVE

The Village Council is responsible for adopting the Village's policies, ordinances and resolutions and the annual operating and capital improvement budgets. The Village Manager is appointed by the Village Council to serve as the administrative head of the municipal government and provides recommendations to the Council on policy issues. The Village Council consists of five elected officials, one of whom will be Mayor and four Council members duly elected by the qualified voters of the Village as provided by the Village Charter. Council meetings generally are held on the second and fourth Thursday of the month. The public can address concerns during the meetings.

Mission:

We value the dignity and worth of our citizens and to this end we pledge to continuously improve the quality of life and economic prosperity to our residents by assuring all of our citizens a clean, safe, economically viable and progressive Village that is responsive to changing needs.

FY 2021 Major Accomplishments:

- Provided oversight of the Village Strategic and Business Plan
- Adopted the Fiscal Year 202-2021 Annual Operating and Capital Budget
- Implemented the electronic monthly Newsletter
- Awarded \$2 million grant from the Department of Environment Protections to complete roadway and drainage improvements
- Approved the Indiantown Land Development Regulations

FY 2022 Major Projects and Initiatives:

- Continue to provide oversight of the Village Strategic and Business Plan
- Fund six (6) Capital Improvement projects:
 - Big Mound Park Improvements
 - Booker Park Sports Field Improvements
 - Post Family Park
 - Sidewalk Repairs
 - Roadway Repairs
 - Drainage Improvements
- Work in collaboration with Village Manager to adopt regulations and policies to improve Village business operations
- Seek federal and state grant appropriations for Village priorities
- Engage the community in activities, such as public participation, volunteerism, safety, and beautification

Staffing Levels:

No changes in the staffing complement.

FY 2022 Proposed Budget

Legislative (511000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112 Employer Payroll Taxes (ER)	3,825	3,825	-	0.0%
120 Wages	50,000	50,000	-	0.0%
121 FRS-Retirement Contributions	24,590	24,500	(90)	-0.4%
Personnel Services	78,415	78,325	(90)	-0.1%
310 Professional Services	20,000	10,000	(10,000)	-50.0%
400 Travel and per diem	2,000	2,000	-	0.0%
410 Communications/internet service	-	250	250	100.0%
412 Computer Operating Expenses	5,000	5,000	-	0.0%
415 Software >\$2,000	3,000	1,500	(1,500)	-50.0%
420 Freight and postage	-	500	500	100.0%
460 Repair and maintenance	1,000	1,000	-	0.0%
461 Repair & Maintenance Office	500	500	-	0.0%
471 Printing & Binding	1,000	1,000	-	0.0%
481 Advertising	1,000	1,000	-	0.0%
520 Operating supplies	2,000	2,000	-	0.0%
540 Books, pub, sub, & memberships	1,000	1,000	-	0.0%
550 Training	2,000	2,000	-	0.0%
Operating Expenditures	38,500	27,750	(10,750)	-27.9%
640 Capital Outlay - Mach & Equip	5,000	2,500	(2,500)	-50.0%
Capital Outlay/Improvements	5,000	2,500	(2,500)	-50.0%
Total Expenditures	121,915	108,575	(13,340)	-10.9%

Staffing Complement

Revised FY21	Proposed FY22	Diff
5.5	5.5	0

ADMINISTRATIVE SERVICES

The Office of the Village Manager is responsible for the effective and efficient delivery of services including recommending and carrying out the policies and ordinances approved by the Village Council. It is the responsibility of the office to advise the Council on the Village's financial status and submit the Annual Operating and Capital Improvement Program budgets to them. This office provides effective communication between the Village Council, employees, residents and the general public and oversees the management of all the Village departments.

The Office of the Village Clerk is responsible for a wide range of services including legislative, records, meeting, and website management, conducting municipal elections, overseeing the purchasing, human resources and information technology functions of the Village and providing administrative support to the Village Council.

The department is committed to the ongoing implementation of best practices in all Village operations.

Mission:

Dedicated to promoting the most effective professional management and operation of the Village through the implementation of best practices; in order to provide the highest level of service to the Village Council, residents, businesses and visitors.

FY 2021 Major Accomplishments:

- Continuous efforts to collaborate with Village Council and staff to implement the Strategic Action Contract with the Community
- Led efforts to negotiate the purchasing of the Rhines property for future location of the Village Hall
- Led continuous efforts to market and brand the Village
- Initiated several cost reduction and efficiency enhancement efforts in the Village's purchasing procedures
- Coordinated the Village's new employee recruitment and onboarding programs
- Finalized the Village Land Development Regulation
- Enhanced the Village's website to make it more intuitive and informational
- Completed renovations to the temporary Village Hall

FY 2022 Major Projects and Initiatives:

- Continue to implement initiatives and strategies to accomplish the goals of the Village Strategic Plan
- Facilitate the completion of the design and construction for the new Village Hall
- Continue to seek grant opportunities utilizing the Grant Writer and Administrator position to leverage general government funds
- Continue providing Village transparency through bimonthly and periodic reporting of financials and operations
- Continue efforts to partner with the business community and other agencies
- Complete roadways and drainage improvements projects

Staffing Levels:

No changes in the staffing complement.

FY 2022 Proposed Budget

Administrative Services (512000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%2
112 Employer Payroll Taxes (ER)	36,628	31,084	(5,544)	-15.1%
120 Wages	394,806	406,324	11,518	2.9%
121 FRS-Retirement Contributions	56,884	40,632	(16,252)	-28.6%
122 Contribution - Deff Comp. Plan	13,050	12,000	(1,050)	-8.0%
123 Employees Health Insurance	122,146	102,000	(20,146)	-16.5%
130 Temporary Staffing	62,000	30,000	(32,000)	-51.6%
150 Elections	2,000	2,000	-	0.0%
161 Holiday Pay-Overtime	2,500	2,500	-	0.0%
Personnel Services	690,014	626,541	(63,473)	-9.2%
310 Professional Services	229,000	156,000	(73,000)	-31.9%
314 Recruitment Services	8,950	21,750	12,800	143.0%
343 Professional services - other	18,000	10,000	(8,000)	-44.4%
349 Contractual Services	50,000	50,000	-	0.0%
400 Travel and per diem	7,000	31,200	24,200	345.7%
401 Car Allowance	-	6,000	6,000	100.0%
411 Information and Technology Serv	36,000	40,000	4,000	11.1%
412 Computer Operating Expenses	24,000	24,000	-	0.0%
413 Website Hosting	4,000	4,000	-	0.0%
414 Software	20,000	20,000	-	0.0%
415 Software >\$2,000	10,000	10,000	-	0.0%
420 Freight and postage	5,000	5,000	-	0.0%
430 Utility Services	37,000	50,000	13,000	35.1%
439 Fuel	-	1,200	1,200	100.0%
440 Rent and leases	70,000	65,000	(5,000)	-7.1%
450 Insurance	50,000	84,000	34,000	68.0%
460 Repair and maintenance	10,500	5,000	(5,500)	-52.4%
461 Repair & Maintenance Office	-	5,000	5,000	100.0%
471 Printing & Binding	9,000	10,000	1,000	11.1%
492 CERT	-	7,000	7,000	100.0%

Cont'd Operating Expenses

	FY 2021	FY 2022	FY 2022 vs	FY 2022 vs
	Amended	Proposed	FY 2022 vs	FY 2022 vs
	Budget	Budget	FY 2021 (\$)	FY 2021 (%2
510 Office supplies	9,500	12,000	2,500	26.3%
511 Office Furniture & Equipment	-	2,500	2,500	100.0%
520 Operating supplies	30,000	60,000	30,000	100.0%
523 TRANSCRIPTION SERVICES	6,000	15,750	9,750	162.5%
524 Uniforms	500	2,500	2,000	400.0%
526 Records Management	12,000	21,140	9,140	76.2%
540 Books, pub, sub, & memberships	10,000	15,000	5,000	50.0%
550 Training	15,000	20,000	5,000	33.3%
Operating Expenditures	680,450	774,040	93,590	13.8%
640 Capital Outlay - Mach & Equip	27,000	50,000	23,000	85.2%
Capital Outlay/Improvements	27,000	50,000	23,000	85.2%
820 Aids and Grants (to Community)	5,000	5,000	-	0.0%
830 TPPGTax Incentive Grant Program	350,000	525,000	175,000	50.0%
Aids & Grants	355,000	530,000	175,000	49.3%
910 Transfer Out	31,254	351,000	319,746	1023.0%
951 Contingencies	3,825	55,949	52,124	1362.9%
990 COVID 19	48,915	-	(48,915)	-100.0%
Other Uses	83,994	406,949	322,955	384.5%
Total Expenditures	1,836,458	2,295,481	459,022	25.0%

Staffing Complement

Revised FY21	Proposed FY22	Diff
0	0	0

LEGAL SERVICES

This department provides legal support and advice to the Village Council, Village Manager, Village Clerk and Department Directors on all legal issues affecting or involving the Village. Attorney prepares and reviews ordinances, resolutions, contracts, bonds and other written instruments as directed and endorses approval of the documents as to form, language and execution thereof. Legal services are performed by contractual staff. The current Village Attorney is Wade Vose, Vose Law Firm LLP.

Mission:

To provide high quality, efficient, cost effective and timely legal services for the Village.

FY 2021 Major Accomplishments:

- Prepared contract documents and all agenda documents, such as resolutions and ordinances
- Represented the Village at all Council meetings, workshops and required meetings
- Provided guidance in solicitation processes
- Assisted in legal review and transmittal of the Land Development Regulations

FY 2022 Major Projects and Initiatives:

- Continue to provide legal services and advice as necessary
- Continue to perform in a manner to protect the interests of the Village
- Ongoing efforts to update Village Code of Ordinances
- Continue to assist in contract revisions, interlocal agreements and development agreements

Staffing Levels:

This function of government is serviced by contractual staff, Vose Law Firm LLP.

FY 2022 Proposed Budget

Legal Services (514000)

		FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
312	Legal services	169,000	169,000	-	0.0%
	Operating Expenditures	169,000	169,000	-	0.0%
	Total Expenditures	169,000	169,000	-	0.0%

Staffing Complement

Revised FY21	Proposed FY22	Diff
4	5.5	1.5

COMMUNITY & ECONOMIC DEVELOPMENT

The Community and Economic Development (CED) Department consists of four service areas: Building, Planning and Zoning, Code Compliance, and Economic Development. The CED Department provides Village residents, architects, engineers, developers, contractors, business owners, and government agencies with a friendly, courteous and expeditious turnaround of services related to development and community enhancement. This is accomplished through the dissemination of information by responding to e-mail requests, telephone messages, and appointments, permitting, community meetings, Zoning Board meetings, Village Council meetings, Special Magistrate Hearings and various other forms of communication. Building staff is charged with the review and timely processing of applications for building permits, and all required building inspections to verify conformance with the current edition of the Florida Building Code.

Building staff provides the orderly processing of permits, completes building inspections in a timely and safe manner, and ensures that construction complies with the provisions of all applicable codes. Planning and Zoning staff is charged with the oversight of all activities and inquiries pertaining to comprehensive planning, land use, and zoning. Planning and Zoning staff provides review and processing of address assignments, zoning verifications, Comprehensive Plan amendments, variance requests, site plans, zoning permits, business tax receipts, and land development regulations. Code Compliance is responsible for educating the public on the Village's property maintenance regulations and ensuring that properties within the Village are well-kept, properly maintained, and in accordance with minimum standards. Economic Development works with the local chamber, regional economic development organizations, and business allies to bring new jobs and investment to the Village, as well as to support and nurture our existing businesses. The department is operated by Village and contractual staff.

Mission:

To create a livable community that balances the physical, social and economic environment of Village neighborhoods while enhancing the overall quality of life by promoting sustainability and economic opportunity for both residents and businesses.

FY 2021 Major Accomplishments:

- Completed of the Land Development Regulations
- Established relationships with the Chamber of Commerce and business community
- Retained consultants to perform planning, code compliance, building permitting and inspection services
- Developed and implemented a code compliance education campaign for the most common property maintenance issues
- Reviewed existing fee structure

FY 2022 Major Projects and Initiatives:

- Create efficiencies in the operating procedures through continuous review of policies
- Implement strategies to spur development and redevelopment, including Opportunity Zone incentives
- Purchase enterprise planning tool to automate code compliance and functions of the municipality
- Establish and implement an incentive-based code compliance and beautification program
- Establish active partnership projects with the chamber and business community

Staffing Levels:

Proposed changes include upgrading a part-time Permit Technician to full-time and a new Administrative Assistant position.

FY 2022 Proposed Budget

Community and Economic Development (515000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112 Employer Payroll Taxes (ER)	12,370	18,188	5,818	47.0%
120 Wages	161,700	262,755	101,055	62.5%
121 FRS-Retirement Contributions	14,756	21,776	7,020	47.6%
122 Contribution - Deff Comp. Plan	2,000	2,000	-	0.0%
123 Employees Health Insurance	35,769	45,600	9,831	27.5%
Personnel Services	226,595	350,319	123,724	54.6%
310 Professional Services	50,000	50,000	-	0.0%
349 Contractual Services	155,000	225,000	70,000	45.2%
400 Travel and per diem	2,000	2,500	500	25.0%
412 Computer Operating Expenses	1,000	1,000	-	0.0%
420 Freight and postage	2,000	2,000	-	0.0%
439 Fuel	1,500	2,400	900	60.0%
460 Repair and maintenance	2,000	2,000	-	0.0%
461 Repair & Maintenance Office	500	500	-	0.0%
471 Printing & Binding	1,000	1,000	-	0.0%
510 Office supplies	2,000	1,000	(1,000)	-50.0%
520 Operating supplies	5,000	5,000	-	0.0%
524 Uniforms	500	500	-	0.0%
540 Books, pub, sub, & memberships	1,000	1,000	-	0.0%
550 Training	2,000	1,500	(500)	-25.0%
Operating Expenditures	225,500	295,400	69,900	31.0%
640 Capital Outlay - Mach & Equip	5,000	7,000	2,000	40.0%
Capital Outlay/Improvement	5,000	7,000	2,000	40.0%
Total Expenditures	457,095	652,719	195,624	42.8%

Staffing Complement		
Revised FY21	Proposed FY22	Diff
4	4	0

FINANCIAL SERVICES

The Financial Services Department maintain and operates the Village's accounting system. The department also generates reliable financial information that is in accordance with Generally Accepted Accounting Principles (GAAP) and General Accounting Standards Board (GASB), coordinates all financial activities of the Village by acting as liaison to the public and to the administrative and department officials. The department ensures the Village resources are collected, invested and distributed, as required for payroll, accounts payable and other Village obligations. The department is also responsible for recommending policies and procedures.

Mission:

To maintain the accounting records of the Village, provide accurate and timely financial reporting, ensure the protection of the Village assets by establishing and maintaining adequate internal controls.

FY 2021 Major Accomplishments:

- Prepared monthly financial reports and presented to the Village Council
- Prepared the Village for the FY 2021-2022 Budget process
- Facilitated new financial system
- Completed the year-end 2020 financial audit
- Implemented Financial Policies for the Village
- Implemented purchasing and contract administration services

FY 2022 Major Projects and Initiatives:

- Continue improving administrative policies to safeguard financial assets and execute financial affairs
- Continue to seek grant opportunities
- Continue full implementation of the financial system
- Prepare Village for the FY 2022-2023 Budget process
- Apply for GFOA Distinguished Budget Presentation Award

Staffing Levels:

No changes in the staffing complement.

FY 2022 Proposed Budget

Financial Services (513000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112 Employer Payroll Taxes (ER)	9,626	10,864	1,238	12.9%
120 Wages	125,834	142,008	16,174	12.9%
121 FRS-Retirement Contributions	12,104	14,201	2,097	17.3%
123 Employees Health Insurance	34,796	24,600	(10,196)	-29.3%
Personnel Services	182,360	191,672	9,312	5.1%
310 Professional Services	20,000	15,000	(5,000)	-25.0%
313 Financial services	114,000	-	(114,000)	-100.0%
341 Bank Charges	3,500	5,600	2,100	60.0%
344 Payroll Expense- Contracted	2,100	-	(2,100)	-100.0%
400 Travel and per diem	2,000	4,000	2,000	100.0%
411 Information and Technology Serv	27,900	20,000	(7,900)	-28.3%
415 Software >\$2,000	10,000	-	(10,000)	-100.0%
460 Repair and maintenance	1,000	1,000	-	0.0%
461 Repair & Maintenance Office	500	1,000	500	100.0%
471 Printing & Binding	1,000	1,000	-	0.0%
510 Office supplies	-	400	400	100.0%
520 Operating supplies	3,000	3,000	-	0.0%
524 Uniforms	500	500	-	0.0%
540 Books, pub, sub, & memberships	1,000	2,000	1,000	100.0%
550 Training	2,000	4,000	2,000	100.0%
Operating Expenditures	188,500	57,500	(131,000)	-69.5%
640 Capital Outlay - Mach & Equip	7,000	10,000	3,000	42.9%
Capital Outlay/Improvements	7,000	10,000	3,000	42.9%
Total Expenditures	377,860	259,172	(118,688)	-31.4%

Staffing Complement

Revised FY21	Proposed FY22	Diff
2.5	4	1.5

PARKS AND RECREATION

The basic function of the Parks and Recreation Department is to provide year-round recreational activities that promote health and fitness, stimulates social interaction, and fosters community engagement to enhance quality of life. Parks provide green space that contributes to the Village's aesthetic enhancement and livability. The Parks and Recreation Department encompasses three (3) active parks: Post Family, Big Mound and Booker Park. The department is also responsible for the maintenance of the parks and facilities for both programmed and non-programmed activities and events. After assuming responsibility of these parks from Martin County in FY 2020, the Village has made many aesthetic and physical improvements to our fields, buildings, landscaping while improving our level of service and responsiveness to our residents.

Mission:

To continue implementing and providing improved services and maintenance standards, enhance recreation programs, activities and special events for youths, adults and senior residents while exceeding expectations for Village residents to enjoy safe and well-maintained parks, facilities and open spaces.

FY 2021 Major Accomplishments:

- Improved quality and condition of Village parks
- Implemented maintenance contracts for turf care, daily park maintenance, janitorial services, landscaping, tree trimming, irrigation, and electrical lighting repairs
- Installed new signage at park facilities, painted all restrooms, concession stands, and maintenance buildings

FY 2022 Major Projects and Initiatives:

- Continue improving the turf quality of all sports fields through fertilization, spraying and turf replacement
- Continue replacing playground outdated amenities such as basketball backboards, soccer goals, batting cage netting and turf, and miscellaneous field equipment
- Continue community business partnerships to improve recreation programs, activities, special events and sponsorship opportunities
- Create strategies to improve educational workshops, sports camps, summer camp programs and an after-school program
- Research and implement strategies to earn designation as Playful City
- Purchase new utility vehicle to support the Park Ranger program

Staffing Levels:

Proposed FY 2022 budget includes additional part-time Park Ranger positions.

FY 2022 Proposed Budget

Parks and Recreation (572000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112 Employer Payroll Taxes (ER)	8,970	12,051	3,081	34.3%
120 Wages	117,250	157,525	40,275	34.3%
121 FRS-Retirement Contributions	11,725	15,753	4,028	34.3%
123 Employees Health Insurance	37,773	24,500	(13,273)	-35.1%
Personnel Services	175,718	209,828	34,110	19.4%
310 Professional Services	25,000	15,000	(10,000)	-40.0%
349 Contractual Services	-	70,000	70,000	100.0%
400 Travel and per diem	2,000	4,000	2,000	100.0%
415 Software >\$2,000		3,500	3,500	100.0%
430 Utility Services	60,000	50,000	(10,000)	-16.7%
439 Fuel	-	3,600	3,600	100.0%
440 Rent and leases	1,200	-	(1,200)	-100.0%
460 Repair and maintenance	301,000	305,000	4,000	1.3%
461 Repair & Maintenance Office	2,000	2,000	-	0.0%
471 Printing & Binding	1,000	1,100	100	10.0%
520 Operating supplies	9,000	70,000	61,000	677.8%
524 Uniforms	500	500	-	0.0%
540 Books, pub, sub, & memberships	1,000	2,000	1,000	100.0%
550 Training	2,000	4,000	2,000	100.0%
Operating Expenditures	404,700	530,700	126,000	31.1%
640 Capital Outlay - Mach & Equip	38,000	29,000	(9,000)	-23.7%
Capital Outlay/Improvements	38,000	29,000	(9,000)	-23.7%
Total Expenditures	618,418	769,528	151,110	24.4%

Staffing Complement

Revised FY21	Proposed FY22	Diff
7	7	0

PUBLIC WORKS AND ENGINEERING

The Public Works Department provides a variety of services directed toward the repair and maintenance of municipal properties, infrastructure and equipment. The goal of this department is to provide top quality, professional, effective and timely delivery of services to residents, businesses and Village departments to assure utmost customer satisfaction. The General Fund services is performed by contractual staff.

Mission:

To improve the quality of life for Village and staff through responsive, efficient and effective delivery of services, promote public health, personal safety, transportation, economic growth and civic vitality.

FY 2021 Major Accomplishments:

- Assisted in the analysis of municipal utilities
- Worked in concert with staff to prepare plans for beautification and fix-up projects in the community
- Coordinated efforts to clean and unclog drains along roadways
- Develop administrative policies to manage facilities maintenance, infrastructure maintenance and fleet

FY 2022 Major Projects and Initiatives:

- Ongoing efforts to develop administrative policies to manage facilities maintenance, infrastructure maintenance and fleet
- Assist in the preparation of the solicitation for solid waste and stormwater studies
- Manage the Five-Year Capital Improvement Plan
- Implement strategies to support neighborhood beautification projects through the use of Village Corps

Staffing Levels:

No changes in staffing complement.

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FY 2022 Proposed Budget

General Fund

Public Works and Engineering (540000)

	FY 2021 Amended Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
310 Professional Services	20,000	-	(20,000)	-100.0%
316 Proposed Studies	10,000	50,000	40,000	400.0%
349 Contractual Services	759,500	820,000	60,500	8.0%
400 Travel and per diem	2,000	-	(2,000)	-100.0%
415 Software >\$2,000		3,000	3,000	100.0%
430 Utility Services	20,000	40,000	20,000	100.0%
460 Repair and maintenance	82,000	60,000	(22,000)	-26.8%
461 Repair & Maintenance Office	5,000	-	(5,000)	-100.0%
471 Printing & Binding	2,000	-	(2,000)	-100.0%
520 Operating supplies	34,000	2,000	(32,000)	-94.1%
524 Uniforms	500	-	(500)	-100.0%
539 Street Signs	15,000	10,000	(5,000)	-33.3%
540 Books, pub, sub, & memberships	1,000	1,000	-	0.0%
550 Training	2,000	-	(2,000)	-100.0%
Operating Expenses	953,000	986,000	33,000	3.5%
640 Capital Outlay - Mach & Equip	23,000	20,000	(3,000)	-13.0%
Capital Outlay/Improvements	23,000	20,000	(3,000)	-13.0%
951 Contingencies	40,000	25,000	(15,000)	-37.5%
Other Sources	40,000	25,000	(15,000)	-37.5%
Total Expenditures	993,000	1,011,000	18,000	1.8%

Water & Wastewater Fund – Revenues

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
343300	Charges for Services Water Utility	1,260,000	-	(1,260,000)	-100.0%
343301	Water Sales-Residential	-	617,000	617,000	100.0%
343302	Water Sales - Commercial	-	150,000	150,000	100.0%
343303	Private Water System Operation	-	5,000	5,000	100.0%
343305	Connection Fees	-	35,000	35,000	100.0%
343311	Water Sales - Public Fire	-	5,000	5,000	100.0%
343312	Water Sales - Private Fire	-	2,500	2,500	100.0%
343500	Service Charge -Sewer/Wastewtr Utility	840,000	-	(840,000)	-100.0%
343501	Wastewater Sales-Residential	-	1,000,000	1,000,000	100.0%
343502	Wastewater Sales-Commercial	-	250,000	250,000	100.0%
343503	Lift Station Revenue	-	1,500	1,500	100.0%
	Charges for Services	2,100,000	2,066,000	(34,000)	-1.6%
343304	Residential Late Fee	-	20,000	20,000	100.0%
343306	Business Late Fee	-	1,900	1,900	100.0%
	Fines & Forfeitures	-	21,900	21,900	100.0%
343307	Misc Repair - Water	-	100	100	100.0%
343309	Default: Charges	-	6,000	6,000	100.0%
343350	Guarantee Revenues	-	5,000	5,000	100.0%
361100	INTEREST INCOME	-	1,000	1,000	100.0%
	Miscellaneous Revenues	-	12,100	12,100	100.0%
	Water and Wastewater Utility Fund Revenues	2,100,000	2,100,000	-	0.0%

Water & Wastewater Fund – Expenditures

Account	Account Description	FY 2021 Revised Budget	FY 2022 Proposed Budget	FY 2022 vs FY 2021 (\$)	FY 2022 vs FY 2021 (%)
112	Employer Payroll Taxes (ER)	45,246	44,297	(949)	-2.1%
119	Employee Benefits	22,000	-	(22,000)	-100.0%
120	Wages	428,180	399,797	(28,383)	-6.6%
121	FRS-Retirement Contributions	59,115	39,980	(19,135)	-32.4%
123	Employees Health Insurance	155,978	89,925	(66,053)	-42.3%
130	Temporary Staffing	7,000	7,000	-	0.0%
	Personel Services	717,519	580,999	(136,520)	-183.4%
310	Professional Services	97,300	100,000	2,700	2.8%
313	Financial services	29,000	55,000	26,000	89.7%
315	Utility Billing	210,000	170,000	(40,000)	-19.0%
320	Accounting & Auditing	7,200	-	(7,200)	-100.0%
341	Bank Charges	3,800	5,000	1,200	31.6%
349	Contractual Services	100,100	86,581	(13,519)	-13.5%
400	Travel and per diem	2,480	11,200	8,720	351.6%
410	Communications/internet service	14,600	22,095	7,495	51.3%
430	Utility Services	168,600	170,000	1,400	0.8%
439	Fuel	13,500	25,000	11,500	85.2%
445	Rental Fees - Equipment	8,500	15,000	6,500	76.5%
450	Insurance	29,000	29,000	-	0.0%
460	Repair and maintenance	235,000	235,000	-	0.0%
520	Operating supplies	40,800	20,000	(20,800)	-51.0%
524	Uniforms	1,000	1,500	500	50.0%
525	Chemicals	40,800	57,000	16,200	39.7%
529	Sludge Disposal	85,000	100,000	15,000	17.6%
540	Books, pub, sub, & memberships	1,200	1,200	-	0.0%
550	Training	1,200	4,500	3,300	275.0%
591	Employee Discount	900	1,500	600	66.7%
	Operating Expenditures	1,089,980	1,109,576	19,596	1.8%
640	Capital Outlay - Mach & Equip	20,000	100,000	80,000	400.0%
	Capital Outlay/Improvements	20,000	100,000	80,000	400.0%
720	Debt Principal Expense	-	64,758	64,758	100.0%
721	Interest Expense on Customer	1,100	20,908	19,808	1800.7%
	Debt Service	1,100	85,666	84,566	7687.8%
910	Transfer Out	49,320	90,600	41,280	83.7%
950	Bad Debt Expense	2,000	3,500	1,500	75.0%
951	Contingencies	215,081	122,659	(92,422)	-43.0%
995	Miscellaneous Expenses	5,000	7,000	2,000	40.0%
	Other Sources	271,401	223,759	(47,642)	-17.6%
	Water and Sewer Fund Expenditures	2,100,000	2,100,000	(0)	0.0%



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APPENDIX

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CAPITAL IMPROVEMENTS

The Capital Improvement Plan is a blueprint for planning a community’s capital expenditures and one of the most important responsibilities of local government. Developing a comprehensive five-year planning tool benefits not only financial decision-makers, but the business and residential communities.

The Village of Indiantown recognizes its ongoing responsibility to maintain and improve its infrastructure and facilities in order to make the community a desirable place to live, work, shop, and dine with a five-year plan. The five-year plan provides the opportunity to minimize the impact of capital acquisitions on the operating budget. This approach further allows for large scale projects to be phased over several years, where appropriate, and expensive mistakes due to a lack of coordination – such as paving a street and then tearing it up to install a sewer line- can be avoided.

The planning process assesses the needs of the community, identifies and priorities improvements and projects. The approved plan ultimately serves as the long-term financial plan.

Annually, the Village will undergo a capital improvement development process to review the five-year plan, review estimates, reprioritize projects based upon the needs of the community, and to appropriate funding for the upcoming fiscal year. For FY 2022, the proposed funding for six (6) projects identified as a priority totals \$351,000. These projects will be funded by the General Fund.

Big Mound Park - \$932,000 (Five Year Capital Total)

This project will upgrade and enhance the park facility. Improvements to the Big Mound Park include repair to damaged wall and fixtures, repurpose the soccer, football and softball fields, as well as, replace rusted & cracked exterior staircases, improve sports turf, which will reduce annual maintenance costs and increase field size to 100 yards, repair/resurface/restripe paved parking lot area, repair cracks & resurface courts field turf, upgrade and maintenance of the facility office, interior renovation, AC, drywall, electric, etc. This project will also renovate restrooms at rear concession building making the park ADA compliant. This project will reduce annual maintenance costs, improve safety, reduce vandalism and improve security throughout the park.

The proposed funding for FY2022 is \$50,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$50,000	\$261,000	\$111,000	\$160,000	\$350,000

Booker Park Sports Field - \$511,000 (Five Year Capital Total)

This project will upgrade and enhance the parks facilities. Improvements to the Booker Park Sports Field include improvements to the sports turf, repair/resurface/restripe parking lot pavement, new construction to support Booker Sports Field activities and repair cracks. This project will reduce annual maintenance costs, improve safety, reduce vandalism and improve security throughout the park.

The proposed funding for FY2022 is \$91,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$91,000	\$45,000	\$350,000	\$25,000	-

Post Family Park - \$225,000 (Five Year Capital Total)

This project will upgrade and enhance the parks facilities. Improvements to the Post Family Park include repurpose the tennis court and soccer field, repair cracks & resurfacing, construct asphalt parking lot with paved parking spaces and construct a new pavilion for large gatherings, parties, events, etc. This project will reduce annual maintenance costs, improve safety, reduce vandalism and Improve security throughout the park.

The proposed funding for FY2022 is \$75,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$75,000	\$45,000	-	\$105,000	-

Sidewalk Repairs - \$60,000 (Five Year Capital Total)

The Sidewalk Repair project will make Village neighborhoods more walkable by connecting communities with safe accommodations to access goods and services. Improvements to this project is to reconstruct concrete sidewalks, curbs, gutters and pavers in the Village's right of way. This project will repair and replace sidewalks and crosswalks. This project will improve safety by addressing the pavers that are trip and fall hazards. These improvements will also promote an attractive pedestrian environment.

The proposed funding for FY2022 is \$10,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$10,000	\$10,000	\$20,000	-	\$20,000

Roadway Repairs - \$100,000 (Five Year Capital Total)

This comprehensive project will improve the roads and pavement throughout the Village to minimize the safety hazards. Improvements for this project include asphalt overlay and/or milling and resurfacing of roads. This is will allow travelers to move more efficiently and faster. This project will address larger roadway repairs outside pavement maintenance scope.

The proposed funding for FY2022 is \$25,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$25,000	\$25,000	-	\$50,000	-

Drainage Improvement - \$250,000 (Five Year Capital Total)

This comprehensive project will improve drainage throughout the Village. Improvements include plan and survey development followed by construction repair and replacement of street gutters, culvers and sewers throughout the Village.

The proposed funding for FY2022 is \$100,000.

Total Project Estimates By Year				
2022	2023	2024	2025	2026
\$100,000	\$100,000	-	-	\$50,000

VILLAGE PROFILE

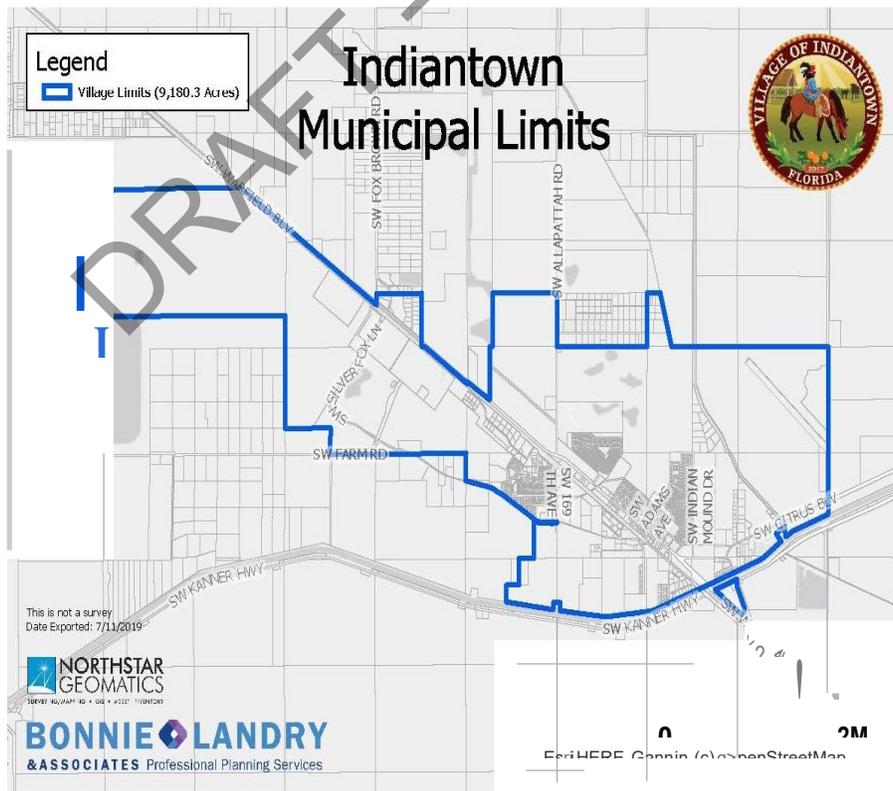
The Village of Indiantown was incorporated December 31, 2017 by the Florida State Legislature to preserve and protect the character, natural resources and quality of life of the community. This is the first municipality incorporated in over 40 years in Martin County. The first election was held on March 13, 2018.

Population*		Housing**	
Total Population	6,822	Total Housing Units	2,235
Population in Households	6,540	Owner Occupied	1,303
Population in Families	6,203	Renter Occupied	725
Population in Group Qtrs	165	Vacant Housing Units	207
Population Density	1,152	Median Home Value	\$127,222
Diversity Index	86	Average Home Value	\$171,434

Income**		Households**	
Median Household Income	\$43,730	Total Households	2,028
Average Household Income	\$56,524	Average Household Size	3.82
Per Capita Income	\$14,294	Family Households	1,562
		Average Family Size	4

*Source: Bureau of Economic and Business Research, University of Florida

**US Gazetteer, Fact Finder



GLOSSARY & ACRONYMS

Accrual Basis – A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Adopted Budget – The original budget as approved by the Village Council at the beginning of the fiscal year.

ADA – Americans with Disabilities Act.

Ad Valorem Taxes – Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Amended Budget – The current budget, resulting from changes to the Adopted Budget. An example of a common change would be a line item transfer of funds.

Annualize – Taking changes that occurred mid-year and calculating their cost for a full year, for the purpose of preparing an annual budget.

Appropriation – A legal authorization to incur obligations and make expenditures for specific purposes.

Assessed Valuation – The valuation set upon real estate and certain personal property by the Property Appraiser as a basis for levying property taxes.

Asset – Resources owned or held by a government which have monetary value.

Authorized Positions – Employee positions, which are authorized in the adopted budget, to be filled during the year.

Available (Undesignated) Fund Balance – This refers to funds remaining from prior years, which are available for appropriation and expenditure in the current year.

Capital Assets – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Balanced Budget - A balanced budget is described as the amount available from taxation and other sources (revenues), including amounts carried over from prior fiscal years that must equal the total appropriations for expenditures and reserves.

Benchmarking - The business practice of comparing performance with other organizations in order to identify best practices that are appropriate to adapt in order to achieve more efficient and/or effective performance.

Best Practice - A superior business process that is recognized on a regional, national, and/or international scale as yielding optimal effectiveness and efficiency – the department, upon identifying a best practice, should then set about adapting this practice to its own particular circumstances.

Base Budget – Projected cost of continuing the existing levels of service in the current budget year.

Budget – A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budgetary Basis – This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar – The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Budget – The appropriation of bonds or operating revenue for improvements to facilities, and other infrastructure.

Capital Improvements – Expenditures related to the acquisition, expansion or rehabilitation of an element of the physical plant of the government--sometimes referred to as infrastructure.

Capital Improvement Program (CIP) – An expenditure plan incurred each year over a fixed number of years to meet capital needs arising from the long term needs of the government.

Capital Outlay – Fixed assets which have a value of \$5,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project – Major construction, acquisition, or renovation activities which add value to the physical assets of a government, or significantly increase their useful life. Also called capital improvements.

Cash Basis – A basis of accounting which recognizes transactions only when cash is increased or decreased.

Charges for Services/Services Revenue – An established fee charged for a particular service in addition to basic service.

Consumer Price Index (CPI) – A statistical description of price levels provided by the U.S. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services – Services rendered to a government by private firms, individuals,

Expenditure – The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

Expense – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (COLA) – An increase in salaries to offset the adverse effect of inflation on compensation.

Customer - Any person who directly receives or consumes a Department's services (whether private citizens or other Village employees).

Debt Service – The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit – The excess liability of an entity over its assets; or the excess of expenditures or expenses over revenues during a single accounting period.

Department – The basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation – The decline in the value of assets due to wear and tear, age, or obsolescence.

Employee (or Fringe) Benefits – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Fiscal Policy – A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. For the Village of Indiantown, this twelve (12) month period is October 1 to September 30.

Fixed Assets – Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Franchise Fee – Fees assessed on public utility corporations in return for granting a privilege to operate inside the Village limits, e.g. water, electricity, cable television.

Full Faith and Credit – A pledge of a government's taxing power to repay debt obligations.

Fund – A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance – The excess of the assets of a fund over its liabilities, reserves, and carry-over.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GASB – General Accounting Standards Board.

General Fund – Fund used to account for government sources in the form of grants, shared revenues, and payments in lieu of taxes.

General Obligation (G.O.) Bond – This type of bond is backed by the full faith, credit and taxing power of the government.

Goal – A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Governmental Fund – Funds in which most governmental functions of the Village are financed.

Grants – A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Indirect Cost – A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure – The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Initiative - The tasks performed by department to drive performance. They are generally time specific projects that are separate from, but aligned to, objectives and/or measures.

Interfund Transfers – The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue – Funds received from federal, state and other local

Levy – To impose taxes for the support of government activities.

Line-item Budget – A budget prepared along departmental lines that focuses on what is to be bought.

Long-term Debt – Debt with a maturity of more than one year after the date of issuance.

Mill – The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Modified Accrual Basis – The basis of accounting in which transactions are recognized when they become measurable and available.

Object of Expenditure – An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

Objective – Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations – Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Expenses – The cost for personnel, materials and equipment required for a department to function.

Operating Revenue – Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Pay-as-you-go Basis – A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Part-Time (PT) Employment – Employees that work less than 80 hours.

Personal Services – Expenditures for salaries, wages, and fringe benefits of a government's employees.

Prior-year Encumbrances – Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved.

Program – A group of related activities performed by one or more organizational units for the purpose of accomplishing a

function for which the government is responsible.

Purpose – A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

Reserve – An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue – Sources of income financing the operations of government.

Revenue Bond – This type of bond is backed only by revenues, which come from a specific enterprise or project, such as a hospital or toll road.

Retirements – A summary of the various types of retirement benefits, such as Federal Retirement System (FRS) and 457 Deferred Compensation.

Rolled-back Rate – The tax rate when applied to the current year's adjusted taxable value, generates the same ad valorem tax revenue as the prior year.

Sales and Use Tax Revenue – Sales taxes paid on goods and services that is collected at the time of purchase and submitted to the state. A use tax is paid when a sales tax was not paid. Both are collected by the state and then distributed to municipalities based upon its population.

Service Lease – A lease under which the lessor maintains and services the asset.

Source of Revenue – Revenues are classified according to their source or point of origin.

Stakeholder - Any person or group with a vested interest in or with expectations of performance from a department and/or the Village as a whole.

Strategic Goals - Our objectives, described in a short verb noun statements. They generally represent the critical few and numbered as a subset to the Focus Area.

Target - Communicate the expected performance level for the organization and focus the organization on improvement.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Temporary Positions – An employee who fills a temporary or short-term position. Such employees provide contingency staffing for government operations during peak workloads, or to address temporary staffing needs.

Transfers In/Out – Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trend - In data analysis, a trend refers to the documented recurrence over time of a measurable event or circumstance that is increasing, decreasing, or even staying the same.

TRIM – Truth in millage (Section 200.065, Florida Statute)

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance – The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges – The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Utility Taxes – Municipal charges on consumers or various utilities such as electricity, gas, water, telecommunications.

DRAFT - 8/31/2021



VILLAGE OF INDIANTOWN

August 24, 2021

DBI Services
Area Manager's Office
2728 FL-15,
Belle Glade, FL 33430

Dear Ms. Perry,

The staff report below documents the condition of the Right of Way that requires immediate maintenance in several areas throughout the Village of Indiantown as of Friday, August 13, 2021.

Given the state of the roadway, I am requesting immediate action on the part of the Florida Department of Transportation (FDOT), or their designated contractor, to perform critical maintenance throughout the Village. Additionally, please provide a Plan of Action outlining how, when, and where the below documented issues will be addressed within 30 days from the date of this letter.

If you have questions or concerns, please feel free to contact me directly via my phone at 772-285-8732 or via email at hbrown@indiantownfl.gov.

Sincerely,

A handwritten signature in black ink that reads 'Howard W. Brown, Jr.'.

Howard W. Brown, Jr., ICMA-CM
Village Manager

Enclosure(s)

**MARTIN COUNTY LEGISLATIVE DELEGATION
PARTICIPATION REQUEST FORM 2021 LEGISLATIVE SESSION
Hearing: Thursday, September 16, 2021, 9:00am
Indian River State College Chastain Campus, Wolf Technology Center**

**** MUST BE TYPED OR PRINTED****

Named of Organization: Village of Indiantown		
Contact Person: Howard W. Brown, Jr.		
Address: 15516 SW Osceola Street, Suite B		
City: Indiantown	State: FL	Zip: 34956
Phone: 772-597-8282		Mobile: 772-285-8732
Email: hbrown@indiantownfl.gov		
Name of person speaking: Mayor Janet Hernandez		
Is this a funding request? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Is this a legislative proposal? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Plan/Objective: <u>Priority One</u> To obtain approximately \$2,000,000 for gravity sewer improvements to reduce overflows and stop system flooding <u>Priority Two</u> To obtain approximately \$5,000,000 to extend water and sewer to Citrus Boulevard to provide water and sewer to the Martin County Fairgrounds, Indiantown Airport, Indiantown Marina, and other areas along this corridor.		
Delegation action:		
Have you met with a State Legislator regarding this issue? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If yes – Who have you met with:		
Will you be distributing materials at the hearing? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

GRAVITY SEWER IMPROVEMENTS TO REDUCE OVERFLOWS AND STOP SYSTEM FLOODING

Scope

The first potential project would be to address the ongoing infiltration and inflow into the sewer system, resulting in system overflows in heavy rain events. Without knowing the specific areas or extent of the problem, I am making a rough estimate of old clay pipe in the system and focusing on shallow areas in rear lot easements. This suggests that upwards of 10,000 feet of gravity pipe should be cleaned, televised and evaluated for lining or replacement. Replacing many of these lines is likely not feasible, and lining of these mains may be needed to address leaks where possible. Several mains are likely to have deteriorated to the point where lining cannot be done, and as such, the mains will need to be replaced at a significant cost. This work will require dewatering, trench boxes, and protection of existing water, telephone, etc. as well as maintaining access to homes during the work.

Heavy rainfall events are resulting in sewer overflows at the lower end of the sewage collection system, and the level of infiltration/inflow is such that the sewage pump station is unable to keep up, even with the addition of a portable pump to assist. A significant reduction in groundwater intrusion into the collection system would likely reduce or eliminate system overflow of sewage into streets and intersections as well as reduce the potential of overflow at the treatment facility, as it is not designed to accommodate such an increase in flows into the system.



Priority I

Budget

Lining can run upwards of \$50–\$80 per linear foot, so we could be looking at construction cost of approximately \$800,000, with another \$80,000 for engineering support, and potentially another \$100,000 for cleaning and televising of mains to determine those most in need of rehabilitation. Additionally, another \$1 million should be set aside for main replacement where lining cannot be accomplished. An estimated total cost of \$2 million would allow us to address significant portions of system issues throughout the Village.



Manhole overflowing raw sewage after heavy rains (overflowed for more than a day)



Roadway flooded and shut down due to overflowing sewage collecting in street



CITRUS BLVD WATER AND SEWER EXTENSION

Scope

A second project would be the extension of water and sewer service east along Citrus Blvd, to include a water repump and rechlorination facility to be constructed at the fairground (their engineer indicates the fairground is willing to dedicate property to the Village for such a facility) for the purpose of providing both potable water and fire protection along the corridor. The project scope also includes a force main to provide sewer service along the corridor, and upgrades to the existing regional lift station on 150th Street to accommodate the potential for additional flows.

This project would allow the Village to provide water and sewer service to the residential and commercial facilities along the corridor, to include the airport. Additionally, the water repump facility would allow for fire protection along this corridor, and the availability of water and sewer provides a driver to assist in economically developing this underdeveloped corridor.

Budget

Estimated costs for the water repump facility, water main extension, sewer force main, and lift station upgrade would be approximately \$4 million, with engineering and surveying to run an additional \$600,000–\$700,000. Total projected cost, including construction management, would be approximately \$5 million





Village of Indiantown Grant and Contract Tracking List

	Funder and Name of Grant	Purpose of Grant	Grant/Contract	Amount of Grant	Status	Comments
1	DEO - CDBG-2019	Uptown- Seminole	Grant	\$700,000	Open	8/31/21 - submitted RFP (administrative Services) and RFQ (engineering services). 7/14/21 -Received signed
2	DEO - CDBG-CV	Pedestrian Master Plan	Grant	\$340,000	Open	8/19/21 - Waiting for DEO to announce the application date; pre-app previously reviewed by DEO.
3	DEO CDBG-MIT	Civic Center	Grant	\$350,000	Open	8/13/21 - DEO working on finalizing agreement. 7/16/21 - Received signed Resolution will forward to DEO. 7/14/21 - Waiting for signed Resolution to submit with Environmental Review. 7/7/21- Had meeting with DEO to review scope of work.
4	Enterprise Florida - Site Preparedness Program	Reimbursement for construction of Village Hall	Grant	\$25,000	Open	8/5/21 - Waiting for reimbursement. 7/16/21 - Received notice from Enterprise Florida that reimbursement has been processed.
5	FDOT - HB 5001/SB2500 Appropriation Grant	Improvement for Booker Park along MLK Blvd and surrounding	Grant	\$2,000,000	Open	8/19/21 -BID opening Aug.10th
6	DEO - CPTA- Stormwater Master Plan	Stormwater Master Plan-2	Grant	\$50,000	Open	8/5/21 - Waiting for reimbursement. 7/14/21 - Final invoice \$18,000 submitted to DEO; waiting for
7	FDOT Public Transit Service Development	Saturday Bus Transportation	Grant	\$100,000	Open	7/16/21 - Sent email to Bill A. to request status on reimbursement to FDOT. 6/23/2021 - Submitted to Darren H for VOI record. 6/22/2021 - Received excuted amended agreement from FDOT.
8	Enterprise Florida - CPTA- Consulting Services	Reimbursement for consultant fee for Strategic Planning	Grant	\$3,762	Open	8/5/21 - Waiting for reimbursement. 7/16/21 - Received notice from Enterprise Florida that reimbursement has been processed. 7/14/21 - invoice for \$3,762 submitted to Enterprise Florida; waiting for reimbursement.
9	DEO CPTA-Mobility Plan	Reimbursement for Mobility Plan and Mobility Fee Project	Grant	\$50,000	Open	8/30/21 - submitted updated SOW response back to DEO. 7/14/21 - Received award letter from DEO that grant was awarded; waiting for the grant agreement.
10	T-Mobile Hometown Grant-playground resurfacing	Resurface the playground for 3 parks (Booker, Big Mound and Post)	Grant	\$50,000	Applied	Working with Albie to write a proposal to resurface the playground for 3 parks (Booker, Big Mound, and Post).

Footnote:

DEO - Department of Economic Opportunity
 FDEM - Florida Department of Emergency Management
 FDOT - Florida Department of Transportation
 1- Loan - not included in total

Applied: Applied or applying
Open: Awarded
Closed: Awarded and completed
Not Awarded

Prepared By: Tracy Bryant
 Date:9/2/2021



**Village of Indiantown
Grant and Contract Tracking List**

11	DEO - Competitive Partnership Grant #P0333	Economic Development Strategy/ Growth management implementation	Grant	\$25,000	Closed	This grant was from 7/1/18 to 6/30/19
12	DEO - Rural Infrastructure Extension Project	Citrus Blvd Corridor extension of water and sewer near Martin County Fairgrounds	Grant	\$150,000	Not Awarded	This grant was not awarded by the DEO. Need more solid job estimates from people along the corridor.
13	FDEM - Florida Recreation Development Assistance Program	Enhancement to Booker and Big Mound Park	Grant	\$200,000	Applied	Waiting to hear back from FDEM once the state complete their budget in July. The Village Ranked 38 and 39 (each grant was written for \$200,000 each).
14	American Rescue Act	Various projects	Grant	\$3,000,000	Open	Waiting for funds to be released.
15	Captec Engineering ¹	Water Utility Master Plan	Loan	\$145,000	Open	Captec Engineering to provide professional engineering services for the Water Utility Master Plan
16	Kimley-Horn and Associates ¹	Water Treatment Plan	Loan	\$93,577	Open	Kimley-Horn to provide professional Water Treatment Plan
17	Holtz Consulting Engineers ¹	Wastewater Treatment Facility	Loan	\$83,975	Open	Holtz Consulting to work on a preliminary design evaluation for wastewater treatment facility
18	Captec Engineering ¹	Wastewater Utility Master Plan	Loan	\$160,700	Open	6/25/21 - New proposal not yet approved by Council. Captec Engineering to provide professional engineering services for the Water Utility Master Plan
19	Kimley-Horn and Associates ¹	Railroad Avenue Water Main	Loan	\$171,400	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along Railroad
20	Kimley-Horn and Associates ¹	SW 151st Street Water Main	Loan	\$59,800	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along SW 151st Street

Grants Total:

Applied: \$7,043,762

Awarded: \$6,303,762

Footnote:

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 1- Loan - not included in total

Applied: Applied or applying
Open: Awarded
Closed: Awarded and completed
Not Awarded

Prepared By: Tracy Bryant
 Date: 9/2/2021