

Overview of Proposed FY 2023 Operating Budget

June 21, 2022





FY 2023 Preliminary Budget Overview

- Slight (1%) Decrease in Millage Rate proposed
 - Recognized a 10.75% increase in Taxable Value
 - Reduction in Debt Service Millage (0.0350 mills) as part of Water Rate Transition
- Budget balanced with pledged reserve funds (Fund Balance)
 - Pledged reserves in the amount of \$375,000 (Reduced from \$642,000)
- Increase in Fire-Rescue budget of \$712,832 (13% increase)
 - 4% increase from City of Delray Beach Interlocal Agreement
 - I Fire Chief Position
 - Design/Consulting Fees (Does not include Fire Station construction activity)
 - 1 EMS Vehicle
- Funding of salaries and benefits under Collective Bargaining Agreements
 - Assumed healthcare and related insurance increase of 7% (Preliminary)
 - FOP Union fixed increase of 3.5% (Last year of current agreement)
 - PBA Union step plan to increase range from 2% to 8.1% [depending on rank and step position](Last year of current agreement)
 - Non-Union employees 5% plus Cost of Living adjustment to Salary Table
 - Evaluation of one-time employee payment to address unsettled economic conditions



FY 2023 Preliminary Budget Overview (Cont.)

Funding of Capital Projects

- EMS Vehicle \$275,000
- North & South Entry Signs \$150,000
- Road/Bridge Repairs \$100,000
- Rehab Lift Station #2 150,000
- Replace VFDs for Wells, Feed and Transfer Pumps \$300,000



FY 2022 Accomplishments

Fire-Rescue Department

Contracted Architect and Construction Manager at Risk

Contracted Medical Director

- Submitted COCPN
- Closed a \$5 Million, Private Bank Loan
- Adopted Fire Code
- **Recruit Fire Chief**
- **Contract Audit**
- Completed Water/Sewer Rate Study Update
- Sanitary Sewer Rehabilitation Project
- Rehabilitate Lift Station #2 & #3
- Rehabilitate Well No. 6
- Replace Membrane Stage Turbo Pumps
- Storm Sewer Repair Bel Lido



FY 2022 Accomplishments (Cont.)

- Implemented Police Department Marine Unit
- Police Department Accreditation
- Adoption Building Recertification Ordinance & Program
- Crosswalk Overhead Lighting Project
- Adoption of Right-of-Way Ordinance
- Fund Balance Policy Update
- Recruitment of Finance Director (Finance Department Reorganization)
- Investment Policy Update



FY 2023 Strategic Projects/Initiatives

Fire-Rescue Department

Commence Construction of Fire Station Procure Station Apparatus and Equipment Recruit Fire Personnel Formalize Operational Protocols

- Marine Accessory Structures Ordinance
- Town Entry Signs
- PBA Collective Bargaining Agreement FY 2023-2026
- FOP Collective Bargaining Agreement FY 2023-2026
- Bel Lido Bridge Repairs
- Rehabilitate Well No. 8
- Replace VFDs for Water Plant
- Improve Finance/Accounting Department Accuracy, Speed & Reporting
- Human Resource/Personnel Policy and Procedures



FY 2023 Preliminary Millage Rate

➢ Proposed Total Millage Rate

3.2294 Mills

Operating Millage Unchanged – <u>3.2294 Last 4 years</u>

➢ Reduction in Debt Service Millage

- From 0.3931 to 0.3581 <u>Reduction of 0.0350</u>
- -8.9% due to transition in Water Rates

0.3581 Mills

➤Combined Proposed Millage 3.5875 Mills



Town's Taxable Assessed Value



Taxable Assessed Value

- 10.75 % Change in Taxable Value (1 Year)
- 4.92% Average Annual Change in Taxable Value (5 Years)
- 5.71% Average Annual Change in Taxable Value (10 Years)



Town's Proposed Tax Rate





Preliminary FY2023 General Fund Revenues



- Ad Valorem (Property Tax) continues to represent over 74% of General Revenues.
- Miscellaneous revenues are administrative reimbursements from other funds (Water, Sewer, Building) to cover shared expenditures.
- Intergovernmental revenues are shared revenues from the State (Gas Tax, Sales Tax, etc.).
- Revenue from Reserve funds represents funds from prior years' surpluses.



Preliminary FY2023 General Fund Revenues (Cont.)

- Property Taxes (Ad Valorem) increased.
- Estimated increase in Intergovernmental (Shared) Revenues based on the overall health of the Florida economy.
- Permits and Fees continue to strengthen.
- Drawing from Reserve to fund Fire Department capital purchase.
- Other revenue sources based on actual data through April 2022.
- Overall estimated 6.3% increase in General Fund Revenues.

	FY2022 Amended	Pre	liminary	Budget Budge		Budget to Budget %
Revenue Source	Budget		23 Budget	Chan		Chng
Property Taxes	\$ 9,580,365	\$ 1	10,489,859	\$ 909,	494	9.5%
Intergovernmental	717,900		783,898	65,	998	9.2%
Franchise Fees	750,000		760,000	10,	000	1.3%
Permits and Fees	50,000		101,500	51,	500	103.0%
Charges for Services	540,000		563,736	23,	736	4.4%
Fines & Forfeitures	10,700		6,500	(4,	200)	<mark>-3</mark> 9.3%
Interest Income	82,500		29,073	(53,	427)	<mark>-6</mark> 4.8%
Rents & Leases	67,000		73,000	6,	000	9.0%
Miscellaneous	802,000		893,000	91,	000	11.3%
From Reserve	642,908		375,000	(267,	908)	<mark>-4</mark> 1.7%
Total	\$ 13,243,373	\$ 2	14,075,566	\$832,	193	6.3%



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Preliminary FY2023 General Fund Expenditures

- Salaries & Related represent approximately 37% of the total budget. The estimated increase in budget is based on full staffing levels (4 additional FTEs) plus an anticipated merit increase and increase in healthcare costs.
- Operating expenditures represent approximately 54% of the total budget.
- Capital Projects include the anticipated purchase of a Fire Rescue vehicle at \$275K
- Decrease in Interfund Transfers (from Water Fund) due to reduction in DS Millage.
- Overall increase in General Fund Expenditures of 5.6%.

	FY2022		Budget to	Budget to
	Amended	Preliminary	Budget \$	Budget %
Expenditure by Category	Budget	FY2023 Budget	Change	Chng
Salaries & Related	\$ 4,308,337	\$ 5,140,288	831,951	19.3%
Operations	7,660,501	7,602,909	(57,592)	-0.8%
Capital Project	267,436	331,850	64,414	24.1%
Interfund Transfers	1,094,445	1,000,519	(93,926)	-8.6%
	\$ 13,330,719	\$ 14,075,566	744,847	5.6%

General Government Uses of Funds





Preliminary FY2023 General Fund Expenditures (Cont.)

- Created a new Shared Support Services Department to track general governmental shared services between departments and funds. Shifted staff from Town Manager and added 1 new position. Shifted communication, network, and other IT-related costs from other departments into Shared Support Services Department.
- Fire Rescue fund increase includes new Fire Chief position and related benefits and increases in Fire Rescue contract with City of Delray Beach.
- Increase 1 new staff position within the Public Works Department.

	FY2022		Budget to	Budget to
	Amended	Preliminary	Budget \$	Budget %
Expenditure by Department	Budget	FY2023 Budget	Change	Chng
TOWN COMMISSION	\$ 197,525	\$ 190,367	\$ (7,158)	-3.6%
TOWN MANAGER	642,250	544,887	(97,363)	15.2%
TOWN CLERK	480,216	414,457	(65,759)	<mark>-</mark> 13.7%
FINANCE	569,333	600,142	30,809	5.4%
LEGAL COUNSEL	185,000	200,000	15,000	8.1%
PUBLIC WORKS	324,913	376,208	51,295	15.8%
POST OFFICE	132,050	149,186	17,136	13.0%
SHARED SUPPORT SERVICES	443,690	613,668	169,978	38.3%
POLICE DEPARTMENT	2,897,992	2,890,131	(7,861)	-0.3%
FIRE RESCUE	5,425,325	6,138,157	712,832	13 .1%
SOLID WASTE	488,180	492,235	4,055	0.8%
LIBRARY	424,800	440,609	15,809	3.7%
INTERFUND TRANSFERS	1,094,445	1,000,519	(93,926)	-8.6%
RESERVE FOR CONTINGENCY	25,000	25,000	-	0.0%
Total	\$ 13,330,719	\$ 14,075,566	744,847	5.6%



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Preliminary FY2023 General Fund Balance

Based on the proposed budget for FY2023, expenditures will exceed revenues by \$375,000 related to Fire Rescue (Vehicle and a portion of design consulting fees) that will be charged to Fire Rescue Reserves. The reduction in unassigned Fund Balance is based on the Fund Balance Policy which fixes Budgeted Stabilization and Disaster Recovery at a fixed 16.7% of General Fund Expenditures.

	Fund Balance/Equity/Onrestricted Net Positions							
	Estimate		F	Projection	F	Projection		
		9/30/2021		9/30/2022		9/30/2023		
General Fund	\$	10,499,270	\$	10,362,887	\$	9,987,887		
\$ Change				(136,383)		(375,000)		
% Change				-1.3%		-3.6%		
Fund Balance Policy								
Budget Stabilization	\$	2,056,555	\$	2,058,413	\$	2,287,995		
Disaster Recovery		2,056,555		2,058,413		2,287,995		
Fire Rescue		4,000,000		4,000,000		3,625,000		
Unassigned		2,386,160		2,246,061		1,786,898		
Total	\$	10,499,270	\$	10,362,887	\$	9,987,887		

Fund Balance / Fauity / Investricted Net Positions



Preliminary FY2023 Discretionary Sales Surtax Fund

- Preliminary projections indicate an increase in Discretionary Sales Tax revenue from the State of Florida.
- Shifting Discretionary Sales Tax capital projects from FY2022 into FY2023 (Town Entry Signs) \$150K.
- Road/Bridge Repairs \$100K.

						Premimary		buuget to	buuget to
	FY202	2 Amended		FY2022		FY2023		Budget \$	Budget %
Revenue Source		Budget	Ρι	rojection		Budget		Change	Chng
Intergovernmental	\$	225,000	\$	276,812		\$ 275,000	\$	50,000	22.2%
Interest Income		-		-		-		-	0.0%
From Reserve		300,000		-		155,000		(145,000)	-48.3 <mark>%</mark>
Total	\$	525,000	\$	276,812	•	\$ 430,000	\$	(95,000)	-1 <mark>8.1%</mark>
						Preliminary	'	Budget to	Budget to
	FY20	22 Amended		FY2022		FY2023		Budget \$	Budget %
Expenditure by Category		Budget	F	Projection		Budget		Change	Chng
Salaries & Related	\$	-	\$	5 -		\$-		\$-	0.0%
Operations		-		-		-		-	0.0%
Capital Project		595,119		324,530		430,000		(165,119)	-27.7%

\$ 324,530

\$ 270,589

595,119

\$ 430,000

"Working to Enhance ... 3 Miles of Paradise"

Canceled/Reduced/Move Forward Projects

Total

-27.7%

Preliminary Budget to Budget to

\$ (165,119)



Preliminary FY 2023 Capital Projects

Fund	Project Name	Est. Cost	Status	Funding Source	2022	2023
Discret. Sales Surtax	Office Renovation in Town Hall for Fire & HR	\$50 <i>,</i> 365	Complete	Infrastructure Sales Tax/FB	59,895	
Discret. Sales Surtax	North & South Entry Signs	\$150,000	Moved Forward	Infrastructure Sales Tax/FB		150,000
Discret. Sales Surtax	Road/Bridge Repairs	\$100,000	New	Infrastructure Sales Tax/FB		100,000
Discret. Sales Surtax	Upgrade Library Conf. Room	\$10,000	New	Infrastructure Sales Tax/FB		10,000
Discret. Sales Surtax	Upgrade Town Hall Security	\$15,000	New	Infrastructure Sales Tax/FB		15,000
Discret. Sales Surtax	IT/Computers Upgrade	\$25,000	New	Infrastructure Sales Tax/FB		25,000
Discret. Sales Surtax	Replace North Side Chain Link Fence	\$25,000	Canceled	Infrastructure Sales Tax/FB		
Discret. Sales Surtax	Replace Town Benches and Garbage Cans	\$30,000	To be Completed	Infrastructure Sales Tax/FB	30,000	
Discret. Sales Surtax	Two Police Vehicles	\$96,115	Complete	Infrastructure Sales Tax/FB	96,115	54,000
Discret. Sales Surtax	Vehicle for Fire Recue Chief	\$47,520	To be Completed	Infrastructure Sales Tax/FB	47,520	
Discret. Sales Surtax	Axon Police Body Cameras	\$46,000	Complete	Infrastructure Sales Tax/FB	46,000	46,000
Discret. Sales Surtax	Police Tasers	\$45,000	Complete	Infrastructure Sales Tax/FB	45,000	
Discret. Sales Surtax	New Acs	\$30,000	New	Infrastructure Sales Tax/FB		30,000
Discret. Sales Surtax	UV Protection for Town Hall A/C System	\$35,000	Canceled	Infrastructure Sales Tax/FB	-	
	Total Discretionary Sales Surtax Projects				\$ 324,530	\$ 430,000



Preliminary FY2023 Discretionary Sales Tax Fund Balance

 Based on the proposed budget for FY2023, certain projects were pushed forward from FY2022 to FY2023.

	Fund Balance/Equity/Unrestricted Net Positions						
	Estimate 9/30/2021	Projection 9/30/2022	Projection 9/30/2023				
Discretionary ST Fund	392,530	344,812	189,812				
\$ Change		(47,718)	(155,000)				
% Change		-12.2%	-45.0%				



Preliminary FY2023 Building Department (Revenues)



BUILDING DEPARTMENT SOURCES OF FUNDS

- Charges for Services represent over 96% of total revenue associated with this fund.
 FY2023 Preliminary Budget is based on a conservative projection of FY2022 actuals.
- Transfer from General Fund represents a fixed amount of allocated labor for planning and zoning activity.
- Due to the overall health of this fund, no pledge from Reserve is anticipated.



Preliminary FY2023 Building Department (Expenditures)

- Increase in Salaries & Related predominately driven by an increase in anticipated cost of living and related increase in benefits.
- Increase in operational cost associated with an anticipated increase in subcontracted inspection services.
- Minimal Capital Projects anticipated in FY2023 primarily due to the completion of FY2021 and FY2022 Capital Projects.

	FY2022 Amended	Preliminary FY2023	Budget to Budget \$	Budget to Budget %
Expenditure by Category	Budget	Budget	Change	Chng
Salaries & Related	\$ 674,200	\$ 728,051	\$	8.0%
Operations	\$ 514,629	\$ 714,170	199,541	38.8 <mark>%</mark>
Capital Project	\$ 67,330	\$ 31,000	(36,330)	<mark>-54.0</mark> %
Interfund Transfers	\$-	\$-	-	0.0%
Total	\$1,256,159	\$1,473,221	\$ 217,062	17.3%

Building Department Uses of Funds





Preliminary FY2023 Building Fund Balance

- Early projections for FY2022 indicate revenues will exceed expenditures by \$591,404
- Based on the proposed budget for FY2023, revenues will equal expenditures.

	Fund Balance/Equity/Unrestricted Net Positions						
	Estimate 9/30/2021	Projection 9/30/2022	Projection 9/30/2023				
Building Fund	1,735,279	2,326,683	2,326,683				
\$ Change		591,404	-				
% Change		34.1%	0.0%				



Preliminary FY2023 Water Fund (Revenues)

- The preliminary Budget assumed a 10% rate increase as forecasted by consultant.
- Assumed no additional ARPA funds during FY2023.
- Budgeting an increase in pledged reserves in FY2023 to offset the reduction in water sales & Transfer from GF
- Transfer from GF is reduced which coincides with consultants' forecast.
- Overall increase in revenues 0.6% (primarily due to reduction in ARPA funds).





Preliminary FY2023 Water Fund (Revenue Data)

- Water Base Fees increased from the recommended rate study.
- Water Usage Fees increased, <u>yet usage</u> <u>decreased</u>. Starting to pick up, but still less than the prior year

Water Base & Usage Billed (\$)



Irrigation Base & Usage Billed (\$) \$3,000 \$120,000 \$2,500 \$100,000 5 Biled Base (\$) Usage \$2,000 \$80,000 \$60,000 \$1,500 \$1,000 \$40.000 Billed I \$500 \$20,000 Ś. Ś. 22/1/2021 21212022 A1212021 61212022 811/2021 10/1/2021 4122022 61212022

- Irrigation Base Fees were established based on the last rate increase and remain steady.
- <u>Irrigation usage fees decreased</u>, but starting to pick up, but still less than the prior year.



Preliminary FY2023 Water Fund (Revenue Data)

- Water rates were adjusted and reconfigured effective April 1, 2021, to add additional tiers and an irrigation customer class. Usage rates were adjusted by 11% while base fees remained constant.
- 10% rate increase is projected for both base and usage fees.

			FY2020				4/1/2021	FY2022	FY2023
Rate Class	/ Tier	•	Rate	Rate Class	s / Tie	er	Rate	Rate	Rate
Water Flat	te Rat	е	\$ 33.59				\$ 40.00	\$ 40.00	\$ 44.00
MF Usage	Charg	ge		All Custor	ners				
1K	to	13K	2.41	0	to	10K	2.13	2.36	2.60
14K	to	23K	2.90	10K	to	20K	2.88	3.20	3.52
24K+			5.15	20K	to	55K	4.47	4.96	5.46
				55K	to	80K	6.50	7.22	7.94
				80K+			8.50	9.44	10.38
Other				Irrigation	Cust	omers			
1K	to	19K	2.41	0	to	55K	4.47	4.96	5.46
20K	to	49K	4.18	55K	to	80K	6.50	7.22	7.94
50k+			5.15	80K+			8.50	9.44	10.38

=>/2.22

Water Customer By Class										
			Pct of							
Rate Class	Accounts	Units	Total							
Single Family Residential	383	420	9.6%							
Multi-Family Residential	76	3,849	87.6%							
Other	5	124	2.8%							
	464	4,393	100.0%							



Preliminary FY2023 Water Fund (Expenditures)

- Moderate increase in Salaries & Related (Department is fully staffed).
- Preliminary Operations budget based on FY2022 projected expenditures.
- Slight Reduction in Capital Project Expenditures.
- Level Debt Service.
- Overall decrease in expenditures of 2.9% primarily due to lower operations costs and slightly reduced Capital Projects.

FY2022	Preliminary	Budget to	Budget to
Amended	FY2023	Budget \$	Budget %
Budget	Budget	Change	Chng
\$ 1,050,700	\$ 1,086,573	\$	3.4%
1,833,122	1,720,353	(112,769)	-6 <mark>.2%</mark>
493,145	428,689	(64,456)	-13.1%
1,549,230	1,549,192	(38)	0.0%
-	-	-	0.0%
			_
\$ 4,926,197	\$ 4,784,807	\$ (141,390)	-2.9 <mark>%</mark>
	Amended Budget \$ 1,050,700 1,833,122 493,145 1,549,230	Amended Budget FY2023 Budget \$ 1,050,700 \$ 1,086,573 1,833,122 1,720,353 493,145 428,689 1,549,230 1,549,192	Amended Budget FY2023 Budget Budget \$ Change \$ 1,050,700 \$ 1,086,573 \$ 35,873 1,833,122 1,720,353 (112,769) 493,145 428,689 (64,456) 1,549,230 1,549,192 (38)

Water Department Uses of Funds





Preliminary FY2023 Water Fund (Expenditure Data)

 Debt Service remains constant through FY2023 and reduces in FY2024 by \$369K and FY2025 by another \$369K.

\$1.80 ي						
\$1.80 \$1.60 \$1.40						
∑ _{\$1.40}						
\$1.20						
\$1.00						
\$0.80						
\$0.60						
\$0.40						_
\$0.20						_
\$0.00						
	FY202	1 FY2	022 FY	/2023 F	Y2024	FY2025

Water Fund Debt Service

	Pmts	An	nual Debt	Maturity	
Loan No.	Loan No. Months		Service	Date	
500200	Mar & Sept	\$	198,311	Sep-30	
502901	Mar & Sept		738,424	Mar-24	
500210	Jun & Dec		263,473	Dec-37	
500201	Mar & Sept		52,136	Sep-30	
BOA	All		296,880	Feb-29	
		\$	1,549,224		



Preliminary FY2023 Water Fund Balance

- Early projections for FY2022 indicate expenditures will exceed revenues by \$157,415, this amount was offset by the receipt of ARPA funds during FY2022.
- Based on the proposed budget for FY2023, expenditures will exceed revenues by \$696,237 and will need pledge reserves.

	Fund Balance/Equity/Unrestricted Net Positions					
	Estimate	Projection	Projection			
	9/30/2021	9/30/2022	9/30/2023			
Water Fund	4,138,930	3,981,515	3,285,278			
\$ Change		(157,415)	(696,237)			
% Change		-3.8%	-17.5%			
Estimated Day Cash		336	251			
Fund Balance / (Oper	ating Expenses/365)					



Preliminary FY2023 Sewer Fund (Revenues)



• The preliminary Budget assumed a 12% rate increase as forecasted by the consultant.

- Sewer revenue is projected to be less than the FY2022 budget by (\$207K). Sewer cap set at 20Kgal Bimonthly and reduced water usage.
- Assumed no additional ARPA funds during FY2023.
- Budgeting a \$227K pledge from reserve to bridge the budget gap.



Preliminary FY2023 Sewer Fund (Revenue Data)

- Sewer rates were adjusted and reconfigured effective April 1, 2021, to add a usage rate and tier. Rates were adjusted by 13% while base fees remained constant.
- 12% rate increase is projected for both base and usage fees.

	FY2020			4/1/2021	FY2022	FY2023
Rate Class / Tier	Rate	Rate Class	s / Tier	Rate	Rate	Rate
Sewer Flat Rate	\$ 44.03			\$ 29.55	\$ 33.39	\$ 37.40
		All Reside	ntial			
		0 to	20K	2.41	2.72	3.05
		Commerc	ial			
		All		2.41	2.72	3.05



Sewer Customer By Class							
			Pct of				
Rate Class	Accounts	Units	Total				
Single Family Residential	383	420	9.6%				
Multi-Family Residential	76	3,836	87.6%				
Other	5	124	2.8%				
	464	4,380	100%				



Preliminary FY2023 Sewer Fund (Expenditures)

- Preliminary Operations budget based on FY2022 projected expenditures and increase from the City of Delray Beach for Treatment Cost.
- Reduction in Capital Project Expenditures.

	FY2022 Amended		eliminary FY2023	udget to Sudget \$	Bud	get to get %
Expenditure by Category	Budget		Budget	Change	Cl	nng
Salaries & Related	\$ -	\$	-	\$ -	0.	0%
Operations	\$ 1,545,523	\$:	1,532,374	\$ (13,149)	-0	.9%
Capital Project	\$ 661,000	\$	225,000	\$ (436,000)	-66	5.0%
Interfund Transfers	\$ -	\$	-	\$ -	0.	0%
Total	\$ 2,206,523	\$	1,757,374	\$ (449,149)	-20).4%

Sewer Department Uses of Funds





Preliminary FY2023 Sewer Fund Balance

- Early projections for FY2022 indicate revenues will exceed expenditures by \$317,974, primarily due to the receipt of ARPA Funds during FY2022.
- Based on the proposed budget for FY2023, expenditures will exceed revenues by \$226,963 and will need to pledge reserves.

	Fund Balance/Equity/Unrestricted Net Positions					
	Estimate	Projection	Projection			
	9/30/2021	9/30/2022	9/30/2023			
Sewer Fund	2,431,979	2,749,953	2,522,990			
\$ Change		317,974	(226,963)			
% Change		13.1%	-8.3%			
Estimated Day Cash		577	524			
Fund Balance / (Ope	rating Expenses/365)					



FY 2023 Budget Calendar Events





FY 2023 Budget

Questions