

TOWN HALL

Annual Budget Fiscal Year 2016



06/12/

TOWN OF LOXAHATCHEE GROVES

INCORPORATED 2006

TOWN COUNCIL

MAYOR

DAVID W. BROWNING

VICE MAYOR

RONALD D. JARRIEL

COUNCILMEN

THOMAS R. GOLTZENÉ

RYAN P. LIANG

JAMES M. ROCKETT

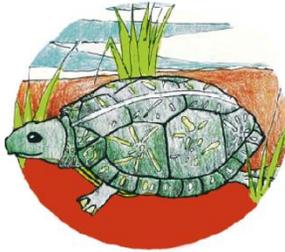
TOWN MANAGER

WILLIAM F. UNDERWOOD II

TOWN HALL BUILDING

DEDICATED JUNE 2015

Florida's Last Frontier



Town of
LOXAHATCHEE GROVES

Town of Loxahatchee Groves

Fiscal Year 2015-16

Annual Operating and Capital Budgets

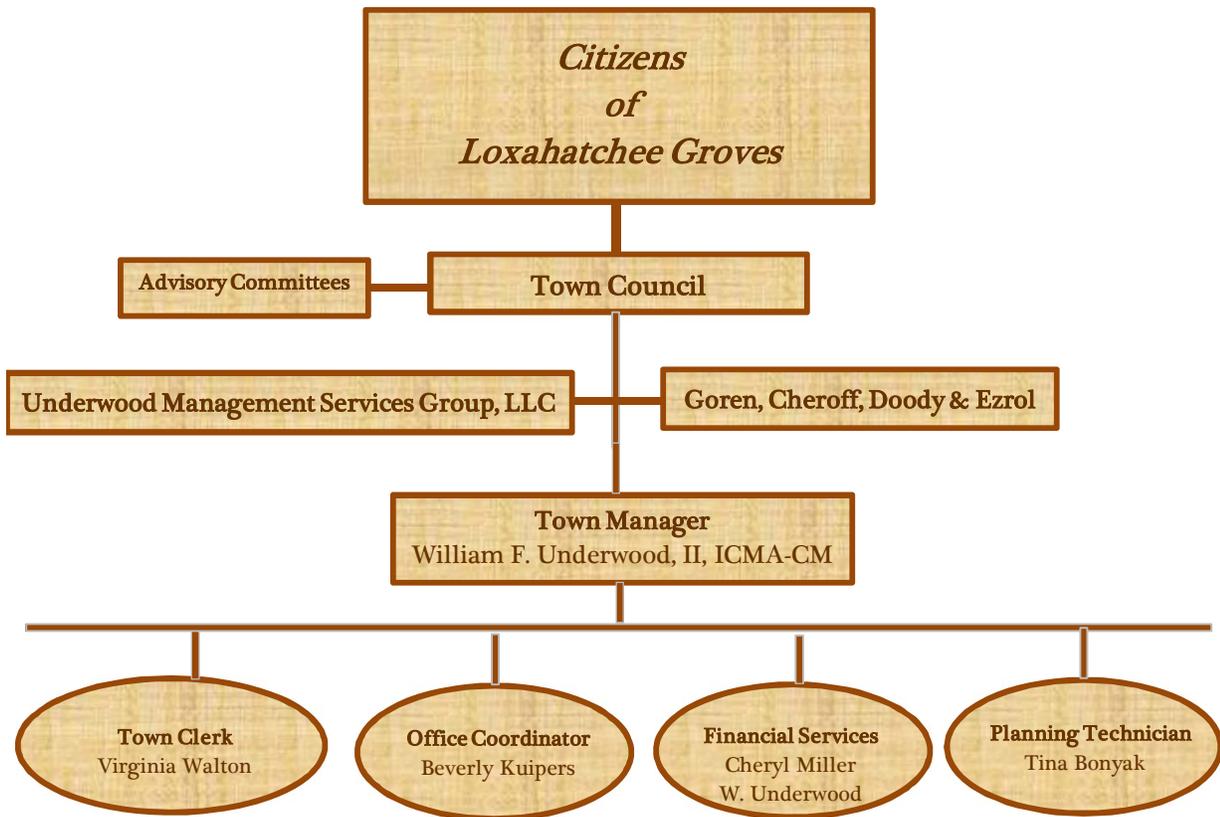
Mayor David Browning, Seat 4
Vice Mayor Ronald D. Jarriel, Seat 1
Councilman Tom Goltzené, Seat 5
Councilman Ryan Liang, Seat 3
Councilman Jim Rockett, Seat 2

William F. Underwood, II ICMA-CM, Town Manager

Town of LOXAHATCHEE GROVES



Organizational Chart



Budget Transmittal Memorandum





Town of Loxahatchee Groves

155 F Road ▪ Loxahatchee Groves, Florida 33470 ▪ (561) 793-2418 Phone ▪ (561) 793-2420 Fax ▪ clerk@loxahatcheegroves.org

MEMORANDUM

TO: Honorable Mayor and Town Council

FROM: William F. Underwood, II, Town Manager *WFM*

DATE: September 29, 2015

SUBJECT: Adopted FY 2016 Annual Town Budget

Introduction

This memorandum transmits the Adopted Town Budget for Fiscal Year 2016 (FY16). It is intended to be read in conjunction with the Budget Memorandums incorporated into the Town Manager's recommended FY16 Annual Town Budget presented to the Town Council on July 10, 2015, the September 9, 2015, Preliminary Recommended Annual Budget, and the Capital Improvement Plan Potential Projects. The purpose of this memorandum is to identify the actions taken by the Town Council in adopting the final Town Budget for FY16 which resulted in changes from the September 9th memorandum and budget.

As noted above, the Budget Memorandum incorporated into the September 9th Town Manager preliminary recommended FY16 Annual Town Budget should be read for a full discussion of the key budget issues the Town addressed in the development and ultimate adoption of the FY16 Budget. The following table represents the changes in the Council adopted budget for the next fiscal year.

Fund	Adopted Amount	Recommended Amount	Change
General Fund	\$1,407,386	\$1,257,386	\$150,000
Transportation Fund	\$1,366,571	\$366,571	\$1,000,000
Capital Improvement Fund	\$2,530,634	\$1,280,634	\$1,250,000
Solid Waste Fund	\$448,218	\$448,218	\$0
Total Estimated Revenue and Appropriations	\$5,752,809	\$3,352,809	\$2,400,000

Key Changes From Recommended FY16 Annual Town Budget

Fund	Adopted Budget	Recommended Budget	Comments
General Fund	\$1,407,386	\$1,257,386	Increased Millage to 1.4718 mills, and included \$115,583 transfer to Solid Waste Fund to offset a reduction in residential solid waste removal fee.
Solid Waste Fund	\$448,218	\$448,218	Reduced Solid Waste Assessment from \$344.10 to \$256.27 per single family residence.
Capital Improvement Fund	\$2,530,634	\$1,280,634	Included \$1.1 million for B Road improvement, additional funds for trail improvements, \$100,000 to survey Town Roads. See budget detail for a more complete representation.
Transportation Fund	\$1,366,571	\$366,571	Significant increase caused by a \$1,000,000 transfer to the CIP for related expenditures.
Total Budget	\$5,752,809	\$3,352,809	See budget documents for details.

Proposed Budget Town Manager





Town of Loxahatchee Groves

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MEMORANDUM

TO: Mayor and Town Council

FROM: William F. Underwood, II, Town Manager, ICMA-CM, CGFO *WFM*

DATE: September 9, 2015

RE: Tentative FY 2016 Recommended Annual Town Budget and Capital Improvement Plan

INTRODUCTION

This memorandum transmits the Town Manager's Tentative Recommended Town Budget for FY 2016 and Capital Improvement Plan (CIP). This phase of the budget process reflected a significant change in the total appropriations for the Town's funds. In the July 10th proposed budget (attached hereto), the total appropriations was \$2,050,982. Now, the Tentative recommended budget for all funds is about 63% higher at \$3,351,209. This increase is a result of recognizing both the entire amount of contributed revenue and expenditure in the Capital Improvement Fund for the "B" Road improvement project at \$1,111,741. This resulted in an appropriation of \$1,280,634 or \$1,240,634 increase from the proposed budget.

The Proposed FY 2016 budget is about 37% less than the FY 2015 budget; however the Tentative budget is about 14% less than the FY2015 appropriations and is funded at \$ 3,352,809 which includes the following:

- General Fund Budget - \$1,255,786 - representing 38% of the total budget
- Transportation - \$ 366,571 – representing 18% of the total budget
- Capital Improvement Program - \$1,280,634 – representing 38% of the total FY 2016 budget
- Solid Waste \$448,218 – representing 13% of the total budget

This Tentative Budget includes revenue generated by Ad Valorem taxes at a millage rate of **1.4718** mills which is **1.9% below** the maximum millage rate allowed at 1.5006 mills. This maximum millage rolled-back rate is equal to a rolled-back rate calculated using the prior year taxes that would have been levied if the maximum majority vote millage rate had been adopted. This rate can be adopted by a simple majority of Town Council.

However, the proposed millage rate of 1.4718 mills is 36.8% above the current year rolled-back rate of 1.0759 mills. This millage rate is recommended for two reasons. First, this millage rate provides enough of a financial buffer to meet the State Statute requirements commonly referred to as the “Three (3) Mill Equivalency” which means the Town must produce \$1,140,752.31 in revenue through specific sources. Secondly and more importantly, the approximate \$94,000 in extra revenue is used along with other funds to reduce the Town’s residential solid waste assessment. The tentative solid waste assessment was set at the **September 1st, Town Council meeting at \$256.27**. -25.5245568148794

As the Council may recall, the maximum homestead property in Town only increased **0.8%**. However, the total taxable value of properties in Town increased almost **13%**. This reflects that property turnover, net new construction, and personal property values increased about **12%**. As you can understand, the homesteaded property owner is responsible for about 6% of the revenue increase while the other values account for 94% of the new revenue generated by ad valorem taxes.

A typical 5-acre home site with an average taxable value of \$135,000 and the standard \$50,000 homestead exemption (Average Homestead) would see about a \$33.65 increase in ad valorem taxes above the current rolled-back rate from \$91.45 to \$125.10. However, this same home would experience a **\$87.83 reduction** in their solid waste assessment. This is a **decrease of \$54.18** for the homeowner. In other words, homeowners would generally experience about a **12% decrease** in its tax bill expense from the *Town of Loxahatchee Groves*. At the prior millage rate and solid waste assessment, the resident would realize only about 7.7% decrease. This Tentative budget is improved from the Proposed budget for the residents of the Town.

This proposed budget incorporates only the state shared revenues, updated through July 31th, 2015, provided by the Florida Revenue Estimating Conference. We believe this Tentative budget is presented as a working budget the Council can review, and provide guidance at the September 15th meeting, followed by the September 29th meeting.

BUDGET HIGHLIGHTS

The FY 2016 Tentative budget proposed by Town Management reflects an intention to move the Town forward in a progressive manner. The Town’s FAAC has reviewed the annual operating budgets and CIP that was submitted to them at their June 22nd meeting. The FAAC provided no response to the proposed budget at that meeting. Since that meeting, the Florida Revenue Estimating Conference has provided the estimates for FY 2016. Those changes are now incorporated into the FY 2016 Tentative budget. Specifically, the budget implemented the following:

General Fund

- Maintain the millage rate at 1.4718 mills which is an increase of 0.2718 mills. This millage rate produces \$93,685 in additional ad valorem tax revenue. This extra revenue is used to help reduce the solid waste assessment burden.

- Increase the revised Legislative budget by 18.7% to accommodate the potential for hiring a lobbyist or other professional to implement FSS 95.361 regarding roads dedicated to the Town of Loxahatchee Groves, maintain Municipal Code Corp web access, provide equipment to potentially reduce time and copying costs associated with Town business to avoid conflicts with personal versus public records.
- Increase Executive by about 5% due to an estimated 2% CPI increase, , provide equipment to potentially reduce time and copying costs associated with Town business to avoid conflicts with personal versus public records, and an expected reduction in Town election expenses.
- Comprehensive Planning and Zoning is down by 4.6% which is expected to accommodate a slight decreased activity to modify the Unified Land Development Code (ULDC).
- General Government reflects a 77% reduction due to the prior year expenditure for the Town Hall and land purchase.
- Increase Law Enforcement budget for PBSO police services by \$5,662 pursuant to a 2% contract increase to \$288,746 previously approved by the Town Council and a slight reduction to \$10,000 for assistance in eradicating the illegal dumping of manure and other items within the Town limits.
- Increased Public Works budget by \$1,000 to \$5,000 for labor used in the delivery of items, or any related physical environment work product.

Transportation Fund

- The Transportation Fund continues to provide a \$93,738 supplement to the LGWCD and maintains the funding level for traffic control signs, slightly reducing road maintenance while increasing special projects for trails by about 25% to \$75,000. Further, the fund anticipates reserving about \$117,326 of the second local option fuel tax (five-cent) for future road improvements. Revenues in the fund have been estimated by the State slightly lower by about 1.1%.

Capital Improvement Fund

- The Capital Improvement Plan (CIP) more specifically addresses the implementation of the \$40,000 grant received by Palm Beach County for trail enhancement on North Road; funding the LGWCD for acquisition of previously OGEM'd road, and including the B Road improvement project. New capital projects are being provided under a separate cover in this agenda will be incorporated in this year's Capital Improvement Plan (CIP) for FY 2016 upon Town Council approval.

Solid Waste Fund

- The Solid Waste Fund is increasing about 1.6% to \$448,218. This overall increase reflects the ability of the Town to absorb a 3.5% increase from Waste Pro for collection and removal, eliminating the waste monitor contract following notice by the provider to the Town Council of his decision to terminate the contract effective September 30, 2015. Additionally, this budget proposes a slight reduction in other sanitation service for hurricane preparation, and supplementing the solid waste assessment with an **\$ 115,583 transfer** from the General Fund. These actions reduce the citizens' solid waste assessment by \$87.83. This represent about a **26% reduction** from \$344.10 to **\$256.27** per year.

SUMMARY

Of course, the Town Council will have another subsequent hearing on September 29th at 7:00 P.M. to further modify the Tentative budget presented herein. During the next fiscal year, through the implementation of this budget, the Council and staff will continue to move forward with the acquisition and implementation of the Town's accounting software as a service, development of horse trails as directed, continued replacement of traffic control signage, grading, mowing, watering and hedging maintenance on Town roads.

We believe this proposed budget meets or exceeds many of the community needs that will be met through implementation.

- The Town's millage rate is 1.4718 mills which is about \$33.65 increase in taxes for the Average Homestead.
- The Town's residential solid waste rate falls to \$256.27 from \$344.10 a savings of \$87.83 for all residential properties.
- Overall savings to Town residents was proposed at \$33.55 and is tentatively \$54.18 for the Average Homestead.



Town of Loxahatchee Groves

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MEMORANDUM

TO: Mayor and Town Council

FROM: William F. Underwood, II, Town Manager, ICMA-CM, CGFO *WFM*

DATE: September 9, 2015

RE: Capital Improvement Plan Potential Projects

INTRODUCTION

This memorandum transmits the Town Manager’s understanding of potential capital projects that Council members have discussed in private sessions with staff. This office met with all Town Council members whom desired to offer potential projects to be funded through the CIP budget.

Council has offered several alternatives which are hereafter presented for their discussion and deliberations. Projects are presented with very rough estimates of cost and can be completed only after sufficient investigation and planning has occurred to determine the time and cost effort necessary to implement the programs envisioned by the Council. The projects are not listed in any particular order nor identified by Council member. The hope is the Council can join together and identify those projects deemed worthy of funding in a collegial and beneficial manner for the benefit of the largest majority of the Town’s citizenry.

PROJECT TITLE OR NAME	ESTIMATED COST
Drainage improvements on town roads specifically: Tangerine, Citrus, Los Angelos, San Diego, Paradise, Flamingo, 22 Road North, Raymond, Grueber, 147th	\$2,302,344
Survey Town Roads for mapping and legal description	\$120,000
OGEM or pave Collecting Canal	\$2,376,000
6th Court North Trail	\$36,960
Refurbish edges of current OGEM roads	\$2,349,600
OGEM D Road from Southern Blvd to Okeechobee	\$1,267,200
Horse crossings at B and F roads	\$63,000
Trails improvements	\$250,000
161st OGEM	\$1,584,000
Estimated Total	\$10,349,104



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MEMORANDUM

TO: Mayor and Town Council

FROM: William F. Underwood, II, Town Manager, ICMA-CM, CGFO *WFM*

DATE: July 10, 2015

RE: Proposed FY 2016 Preliminary Recommended Annual Town Budget and Capital Improvement Plan

INTRODUCTION

This memorandum transmits the Town Manager's preliminary recommended Town Budget for FY 2016 and Capital Improvement Plan (CIP). The recommended budget for all funds is about 37% less than the FY2015 appropriations and is funded at \$2,050,982 which includes the following:

- General Fund Budget - \$1,204,919 - representing 58% of the total budget
- Transportation - \$ 366,571 – representing 18% of the total budget
- Capital Improvement Program - \$40,000 – representing only 2% of the total FY 2015 budget
- Solid Waste \$446,492 – representing 22% of the total budget

For fiscal year 2016, homesteaded properties could only be increased 0.8% pursuant to Section 193.155(1), F.S. That is, a home assessed for taxes at \$135,000 at January 2014 would only be increased \$1,080 to \$136,080 for this fiscal year. What does this mean to the homesteaded property if the millage rate remains 1.2000 mills?

Last year the homeowner paid ad valorem taxes to the Town - \$162.00
This year the homeowner will pay ad valorem taxes to the Town - \$163.30

The homeowner will realize an increase of \$1.30 in ad valorem taxes for the year or about **\$0.11** per month.

The proposed budget includes revenue generated by Ad Valorem taxes at a millage rate of **1.2000** mills which is 0.2718 mills or about **22.7% below** the maximum rolled-back rate of 1.4718 mills. This maximum millage rolled-back rate is equal to a rolled-back rate calculated using the prior year taxes that would have been levied if the maximum majority vote millage rate had been adopted. This rate can be adopted by a simple majority of Town Council.

However, the proposed millage rate of 1.2000 mills is 10.34% above the current year rolled-back rate of 1.0759 mills. This millage rate is recommended for two reasons. First, this millage rate provides enough of a financial buffer to meet the State Statute requirements commonly referred to as the “Three (3) Mill Equivalency” which means the Town must produce \$1,140,752.31 in revenue through specific sources. Secondly and more importantly, the approximate \$36,137 in extra revenue is used along with other funds to reduce the Town’s residential solid waste assessment.

A typical 5-acre home site with an average taxable value of \$135,000 and the standard \$50,000 homestead exemption (Average Homestead) would see about a \$10.55 increase in ad valorem taxes above the current rolled-back rate from \$91.45 to \$102.00. However, this same home would experience a **\$44.10 reduction** in their solid waste assessment. This is a **decrease of \$33.55** for the homeowner. In other words, homeowners would generally experience about a **7.7% decrease** in their tax bill expense from the *Town of Loxahatchee Groves*.

This proposed budget incorporates only the state shared revenues, updated through July 15th, 2015, provided by the Florida Revenue Estimating Conference. We believe this budget is presented as a working budget the Council can review, and provide guidance at the July 21th meeting.

BUDGET HIGHLIGHTS

The FY 2016 budget proposed by Town Management reflects an intention to move the Town forward in a progressive manner. The Town’s FAAC has reviewed the annual operating budgets and CIP that was submitted to them at their June 22nd meeting. The FAAC provided no response to the proposed budget at that meeting. Since that meeting, the Florida Revenue Estimating Conference has provided some, but not all the estimates for FY 2016. Those changes are now incorporated into the FY 2016 proposed budget. Specifically, the budget implemented the following:

General Fund

- Maintain the millage rate at 1.2000 mills which is the same millage rate as last year and produces \$36,137 in additional revenue. Further, a new account is established for receiving the payment in lieu of taxes (P.I.L.O.T.) from Big Dog Ranch for \$7,000 for FY 2016. This extra revenue is used to help reduce the solid waste assessment burden.
- Increase the revised Legislative budget by 5.6% to accommodate the potential for hiring a lobbyist or other professional to implement FSS 95.361 regarding perfecting roads dedicated to the Town of Loxahatchee Groves.
- Increase Comprehensive Planning and Zoning by 13.9% to accommodate increased activity for increase mapping to remove properties from the FEMA flood zone, modify the Unified Land Development Code (ULDC), and provide for the adoption of the flood plain ordinance by the Town to protect residents in the event of natural disaster.

- General Government reflects an 83% reduction due to the prior year expenditure for the Town Hall and land purchase.
- Increase Law Enforcement budget for PBSO police services by \$5,662 pursuant to a 2% contract increase (letter attached; Agreement in 7/21/2015 agenda) to \$288,746 and a slight reduction to \$10,000 for assistance in eradicating the illegal dumping of manure and other items within the Town limits.
- Increased Public Works budget by \$1,000 to \$2,000 for labor used in the delivery of items, or any related physical environment work product.

Transportation Fund

- The Transportation Fund continues to provide a \$93,738 supplement to the LGWCD and maintains the funding level for traffic control signs, slightly reducing road maintenance while increasing special projects for trails by about 25% to \$75,000. Further, the fund anticipates reserving about \$117,326 of the second local option fuel tax (five-cent) for future road improvements.

Capital Improvement Fund

- The Capital Improvement Plan (CIP) more specifically addresses the implementation of the \$40,000 grant received by Palm Beach County for trail enhancement on North Road. New capital projects will be incorporated in this year's Capital Improvement Plan (CIP) for FY 2016 when funding becomes available.

Solid Waste Fund

- The Solid Waste Fund is increasing about 1.2% to \$446,492. This overall increase reflects the ability of the Town to absorb a 3.5% increase from Waste Pro (email notice attached) for collection and removal. The proposed budget also eliminates the waste monitor contract following notice by the provider to the Town Council of his decision to terminate the contract effective September 30, 2015.
- Additionally, this budget proposes a slight reduction in other sanitation service typically used for hurricane preparation. The proposal is to supplement the solid waste assessment with a **\$58,036 transfer** from the General Fund. These actions reduce the citizens' solid waste assessment by \$44.10. This represent about a **13% reduction** from \$344.10 to **\$300.00** per year.

SUMMARY

Of course, the Town Council will have the two subsequent hearings in September to further modify the budget presented herein. During the next fiscal year, through the implementation of this budget, the Council and staff will continue to move forward with the acquisition and implementation of the Town's accounting software as a service, development of horse trails as directed, continued replacement of traffic control signage, grading, mowing, watering and hedging maintenance on Town roads.

We believe this proposed budget meets or exceeds many of the community needs that will be met through implementation.

- The Town's millage rate remains at 1.2000 mills which is about \$10.55 increase in taxes for the Average Homestead.
- The Town's residential solid waste rate falls to \$300.00 from \$344.10 a savings of \$44.10 for all residential properties.
- Overall savings to Town residents is \$33.55 to the Average Homestead.

Fiscal Policies



Fiscal Policies

The Town of Loxahatchee Groves has adopted a comprehensive series of fiscal policies which embody recognized sound financial management concepts. It is anticipated that these policies will be amended as necessary as part of the Town's annual budget process and reconfirmed each year as a part of budget development.

The fiscal policies are organized under four subject headings:

- General Fiscal Policy presents the overall guidelines for financial and accounting practices, including the basic framework for preparing the Town's operating and capital budgets, maintaining accounting records, and funding services on a non-discriminatory basis.
- Fiscal Policy for Operating Revenue, Expenditures, and Fund Balance/Net Assets outlines the policies for budgeting and accounting for revenue and expenditure requirements, and providing adequate fund balance and net assets in the Town's various operating funds. This section includes several references to capital project funding in relation to the amount and type of support to be provided by the operating funds.
- Fiscal Policy for Investments provides guidelines for investing operating and capital balances.
- Fiscal Policy for Capital Revenue and Expenditures, and Debt Financing directly relates to the resources and requirements of the Capital Improvement Program. Included are overall policies on issuance of debt, as well as specific guidelines applicable to specific fund types.

The Town will normally adhere to these fiscal policies in the conduct of its operations. However, it must be noted that these policies are guidelines and not statutory limitations. Some of the policies, particularly with regard to unassigned fund balance or unrestricted net assets, are designed as goals to be pursued, not necessarily achieved on an annual or ongoing basis. The Town reserves the right to deviate from any or all of the fiscal policies if such action is determined by Town Council to be in the best interest of the Town.

I. GENERAL FISCAL POLICY

A. GENERAL GUIDELINES

1. The Annual Operating Budget of the Town of Loxahatchee Groves, Florida, shall balance the public service needs of the community with the fiscal capabilities of the Town. It is intended to achieve those goals and objectives established by the Council for the next fiscal year. Service programs will represent a balance of services, but with special emphasis on the Town's public safety, environmental health, and economic development. Services shall be provided on a most cost-effective basis.
2. New programs, services, or facilities shall be based on general citizen demand, need, or legislative mandate, and ability of funding.

3. The Town shall provide funding for public services on a fair and equitable basis, and shall not discriminate in providing such services on the basis of race, color, national origin, religion, sex, sexual preference, marital status, age, or disability.

B. SPECIFIC GUIDELINES

1. The Town recognizes that its citizens deserve a commitment from the Town for fiscal responsibility, and that a balanced operating budget is the cornerstone of fiscal responsibility. Operating expenditures will be fiscally balanced with revenues that can be expected to be received during the fiscal year. New programs or changes in policies that would require the expenditure of additional operating funds will be funded either through a reduction in programs of lower priority or through adjustments to rates, service charges or taxes. Requests for new or changes to programs or policy will be accompanied by an analysis of the short and long-term impact on the operational budget caused by such change or new program or policy.
2. The Town will maintain adequate minimum fund balance/net assets in the Town's various operating funds to provide the capacity to: a) provide sufficient cash flow for daily financial needs, b) secure and maintain investment grade bond ratings, c) provide funds for unforeseen expenditures related to emergencies. General fund will maintain fund balance categories in accordance with GASB Statement 54 Fund Balance Reporting and Governmental Fund Type Definitions. Within the governmental funds of the Town, fund balance shall be composed of Non-spendable, Restricted, Committed, Assigned, and Unassigned amounts.
 - Non-spendable fund balance consists of amounts that are not in spendable form such as inventory and prepaid items.
 - Restricted fund balance consists of amounts which can be spent only for the specific purposes stipulated by external resource providers such as creditors and grantors or imposed by law through constitutional provisions or enabling legislation.
 - Committed fund balance consists of amounts that can be used only for specific purposes determined by formal action of the Council, the Town's highest level of decision making authority, and may be changed only by the same formal action.
 - Assigned fund balance consists of amounts that the Town intends to use for specific purposes that are neither restricted nor committed; the intent shall be expressed by the Town Manager.
 - Unassigned fund balance is the residual amounts available for any purpose for the General fund and includes amounts that are not contained in the other classifications.

With regard to the spending order of the fund balances, the Town uses restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing so, such as in grant agreements requiring dollar for dollar spending. Additionally, the Town would first use committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures

are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

3. The Town shall prepare and implement a Capital Improvement Program (CIP), consistent with State requirements, which shall schedule the funding and construction of projects for a five-year period, including a one-year CIP Budget. The Capital Improvement Program shall balance the needs for improved public facilities and infrastructure, consistent with the Town's Comprehensive Plan, within the fiscal capabilities of the Town.
4. The Town shall maintain its accounting records in accordance with generally accepted accounting principles (GAAP), applied to governmental units as promulgated by the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).
5. The Town shall maintain its capital and non-capital asset records in accordance with the policy and procedures set forth by the Town Manager. Individual asset costing \$5,000 or more shall be capitalized. However, non-capital mobile assets costing \$1,000 or more and electronic equipment shall be tracked for inventory purposes. Asset inventory shall be performed annually to ensure the accountability of Town assets. Missing assets shall be reported to appropriate law enforcement and Town Council.
6. Budgets and expenditures for the Town shall be under Council appropriation control at the departmental level.
7. Inter-fund loans must be supported by a fiscally sound source of funds available for repayment.
8. Preparation of the Town's Budget shall be in such format as to allow correlation with the costs reported in the Town's Comprehensive Annual Financial Report, with content of said Budget to include that required by Town Charter, Florida Statute, or as later revised by Resolution of the Town Council. Detailed estimates shall be by account at the division or program level, and summarized and adopted at departmental level.
9. An analysis shall be made to determine the project life cycle cost of ownership where it is proposed that facilities be leased or rented, and if such cost will commit the Town to \$50,000 or more in any one year.

II. FISCAL POLICY FOR OPERATING REVENUE, EXPENDITURES AND FUND BALANCE/NET ASSETS

A. GENERAL GUIDELINES

1. Revenue

- a. Revenue projections will be based on an analysis of historical trends and reasonable assumptions made on a conservative basis of future conditions to ensure that estimates are realized.
- b. The Town will not use long-term debt to finance expenditures required for current operations.
- c. As a general rule, operating budgets will be balanced using current year revenues to finance current year expenditures. Unassigned fund balance shall not normally be budgeted as a resource to support routine annual operating expenses. However, balances exceeding the policy targets may be budgeted as a resource to support capital, debt, or extraordinary major maintenance needs on a non-recurring basis, or for specific purposes, as designated.

2. Expenditures

- a. Normal maintenance requirements necessary to sustain the basic asset value will be included in the expenditure budget of the proper operating fund.
- b. Funding will be provided for major improvements and automation of services based on multiple-year planning, appropriate cost-benefit analysis, and life cycle costing.
- c. Future capital improvement requirements and equipment replacement will be included in operating budget plans or in the CIP. The annual amount set aside to provide reserves for future capital requirements, will be tailored to the needs of the specific operation, if not established by bond resolution, and will be above the specified fund balance or net assets.

3. Unassigned Fund Balance/ Unrestricted Net Assets

- a. Maintaining an adequate fund balance or net assets is essential to the Town's financial health. The unassigned fund balance for fiscal reserve and unrestricted net assets will be considered adequate between a minimum of 25% and a maximum of 30% of the current year's operating appropriations, including transfers, for the General Fund; a minimum of 0% and a maximum of 25% of the current year's operating appropriations, including transfers, will be considered adequate unrestricted net assets for the Enterprise Operating Funds.
- b. Amounts above those indicated in paragraph 3.a. may be assigned or committed within unassigned fund balance or unrestricted net assets for non-recurring purposes.
- c. The balances of each fund will be maintained by using a conservative approach in estimating revenues and by ensuring expenditures do not exceed appropriations.

- d. Any anticipated deficit of operating expenditures over revenues at year-end will be provided for in the current year's budget amendment process through fund balance/net asset appropriations.
- e. In the event that sufficient unassigned fund balance/unrestricted net asset targets are not met, a proposed revenue enhancement and/or service level reduction plan to achieve the target shall be submitted to the Council for the subsequent year budget consideration. The replenishment to the expected minimum level shall be completed within five years.

B. SPECIFIC GUIDELINES

1. General Fund

- a. The General Fund is the principal operating fund of the Town and will account for activities not reported in another type of fund for legal or managerial reasons.
- b. The operating budget of the General Fund will be prepared based on 95% of the certified taxable value of the property tax roll and conservative estimates of other sources of General Fund revenue.
- c. Service charges and user fees for all General Fund services will be analyzed to ensure an appropriate proportional recovery of direct costs and overhead.

2. Special Revenue Funds

- a. Special revenue funds will be used to account for specific revenue sources that are restricted to expenditures for specific purposes. Dedicated operations that cover only a substantial portion of their costs by user fees and charges, and therefore require ongoing operating subsidies, will be classified as special revenue funds.

3. Proprietary or enterprise Funds

- a. Proprietary funds will be used to account for those activities where the costs are expected to be funded by user fees and charges.
- b. Proprietary Funds will pay the General Fund their proportionate share of the cost of general administrative departments. Solid Waste is able to produce sufficient revenue from service charges to fully recover all direct operating costs and overhead. Initial startup of operations or specific circumstances may require an individual enterprise to be subsidized for a limited period of time; however, it is fully expected that these operations will be totally self-supporting over time and will repay any subsidy to the General Fund as revenues permit.
- c. Service charges, rent and fee structures will be established to ensure recovery of all costs.

- d. The expenditure requirements of the Proprietary Funds will include all expenses of the operations, as well as any transfers to capital project funds and debt service funds.
- e. A review of service cost and rate structures for Solid Waste charges will be performed on an annual basis. The adopted budget will set forth the cost requirements to be recovered by the service charges, which will be based on the cost of services provided.

III. FISCAL POLICY FOR INVESTMENTS

A. GENERAL GUIDELINES

1. The investment of Town funds shall be controlled by the Town's "Investment Policy" and shall conform to Florida Statutes Chapters 166.261 and 218.415.
2. Sufficient operating funds are to be deposited with a Qualified Florida Public Depository. The balance of investible cash may be deposited with the investment pools of the State or the Florida League of Cities, or be invested in authorized money market funds and other investment vehicles held at other asset management firms as defined in the Town investment policy, if applicable.
3. Bond or loan proceeds for construction and reserve funds are to be held in a qualified financial institution or LGIP type of pool, separate from the Town's operating accounts, if applicable. The proceeds temporarily invested are excluded from the investment portfolio for the purpose of calculating maximum exposure per investment service provider.

IV. FISCAL POLICY FOR CAPITAL REVENUE AND EXPENDITURES AND DEBT FINANCING

A. GENERAL GUIDELINES

1. Revenue
 - a. Revenue projections for the one-year Capital Improvement Program Budget and five-year Capital Improvement Program Plan shall be based on conservative assumptions of dedicated revenue sources.
2. Expenditures
 - a. Capital projects shall be justified in relation to the Town's Comprehensive Plan.
 - b. Estimated requirements for capital projects shall include all costs reasonably associated with the completion of the project.

- c. The impact of each project on the operating revenues and expenditures of the Town shall be analyzed as required by the General Fiscal Policy stated above.
- d. Consistent with IRS regulations, debt repayment will not exceed the average life of improvements.

3. Debt Financing

The Town can only enter into Debt obligations of any form through a Referendum of the Electorate pursuant to Town of Loxahatchee Groves Charter Section Section 6. Budget and Appropriations. (5) Bonds; Indebtedness (a).

- a. Long Term Debt: Annual debt service payments may be structured to provide level cost over the life of a bond issue, unless fiscal or other constraints dictate an alternative approach. A policy of full disclosure will be followed in all financial reports and official statements for debt.
- b. Medium Term Debt: Lease-purchase agreements, bonds, loans, or other debt instruments may be used as a medium-term (3 to 10 years) method of borrowing for the financing of vehicles, other specialized types of equipment, or other capital improvements. The equipment or improvement must have an expected life of more than three years. The Town will determine and utilize the least costly financing methods available. Such debt arrangements will be repaid within the expected life of the equipment or improvement acquired.
- c. Short Term Debt: Short-Term borrowing may be utilized for temporary funding of anticipated tax revenues; anticipated grant payments, anticipated bond proceeds, or other expected revenues. Anticipated funding is defined as an assured revenue source with the anticipated amount based on conservative estimates. Such borrowing may utilize a short-term note maturing before the end of the current appropriation period. Other short-term debt, such as tax-exempt commercial paper, bond anticipation notes, tax anticipation notes, or grant anticipation notes, may be used when it provides immediate financing and an interest advantage, or delays long-term debt until market conditions are more favorable. The Town will determine and utilize the least costly method for short-term borrowing. Short-term debt may be refunded in accordance with applicable Federal laws.

B. SPECIFIC GUIDELINES

- 1. General Capital Improvements: General capital improvements, or those improvements not related to Town-owned enterprises, may be funded from General Fund revenues or fund balances, the sale of revenue bonds or general obligation bonds/loans, and from special revenues, special assessments and grants.

- a. Pay-As-You-Go Capital Improvements: Pay-as-you-go capital improvements may be funded from General Fund revenues or fund balances, state and federal grants, special assessments, or other sources of revenue which may become available to the Town. Major capital projects related to the delivery of general public services shall be paid from general purpose revenues. It is recognized that the allocation of funds in any given year of the program may vary significantly from these parameters due to prioritization and scheduling of projects.
 - b. Special Assessments: When special assessments are used, the interest rate charged will be established by Town Council consistent with State law.
 - c. Revenue Bond Debt Limit: Sale of revenue bonds for capital improvements will be limited to that amount which can be supported from the pledge of the specific revenue.
2. Enterprise Capital Improvements: Enterprise funds improvements may be funded from operating revenue or unrestricted net assets, the sale of revenue bonds, loans, special assessments and grants.
- a. Pay-As-You-Go Capital Improvements: Enterprise funds may support needed capital improvements on a pay-as-you-go basis from operating revenues or from unrestricted net assets, assessments, and grants. Major capital projects related to the delivery of Town owned enterprises will be paid from the revenue of that enterprise fund.
 - b. Special Assessments: When special assessments are used for enterprise-related improvements, the interest rate charged will be established by Town Council consistent with State law.
 - c. Revenue bond Debt Limit: Sale of revenue bonds will be limited to that amount which can be supported from user fees generated, or combination of other revenues.

Strategic Vision





The following is a report on the Fiscal Year 2015-16 Annual Estimated Revenue and Appropriations for the Town of Loxahatchee Groves. This report is intended to provide an explanation on planned activities of the Town as they relate to the budget and what we believe will be the future budget process. The adopted budget is the Town Council's on-going implementation(s) of the Town's Strategic Plan Values. These values are used to guide the Town Council in its deliberations and prioritization of the proposed revenue and spending plan for the next fiscal year that ends September 30, 2016.

Strategic Plan Town of Loxahatchee Groves Values

The Town seeks to practice these values in its policy decisions and operational practices.

- **Limited government.**

Town government will be limited in terms of costs and services to the taxpayer while protecting individual rights.

- **Cooperation and respect for each other.**

By working together and seeking to avoid undue intrusion into each other's lives, we aim to keep the distinctive nature of the Groves.

- **Respect for history.**

Understanding the history of the Groves and the features that have drawn residents to the community will help continue its distinctive character into the future.

- **Respect for nature.**

By understanding the native ecosystem and how our actions can either protect or degrade it, we will work together to maintain and enhance our native landscapes.

- **Citizen involvement and volunteerism.**

To keep the above values, citizens must continue to be involved in the life of the community and volunteer to do the work that will keep and enhance the community.

Budget Process





Town of Loxahatchee Groves

Estimated Revenues and Appropriations

Fiscal Year 2015-2016

The Process Begins

The Town's fiscal year begins October 1st and ends September 30th of the following year. In February, the Town Administration begins to plan and prepare for the following year's annual budget process. A large part of this process involves the Town Council and staff interaction to review where the Town was, where it currently is and where the Town wants to go, using the Town's Strategic Plan, and ultimately the Annual Town Budget process to translate long-term goals into current year action plans and allocation of resources. In addition to the Town's operations, any initiatives for major capital expenditures are discussed.

The Budget Calendar

During April and May, Town Administration develops operating budgets, taking into consideration any ideas that may have resulted from the Strategic Plan review and update process. During this period, Administration considers existing services, as well as any new services and or personnel that they may need to effectively meet the objectives of the Town Council. In addition to developing the operating budgets, requests for any capital improvements are included. The budget team, in conjunction with Town Council, reviews each operating and capital budget and begins to prepare recommendation as to the activities that will be funded in light of available funding sources.

The Town Administrator considers recommendations, identifies issues not fully addressed requiring additional effort, and based on Council guidance provided by the Strategic Plan processes, as well as input received from various community input programs, provides direction as to the final form and content of the budget to be presented to the Town Council for review and approval.

From April through July, the Council can be provided with a series of workshops that focus first on updating and validating the Strategic Plan, then developing a Capital Improvement Program Plan that in turn leads to guidance for the Recommended Annual Town Budget, which is presented for discussion, and further Commission guidance. The Recommended Budget is examined by the Council, and staff is questioned about specific items, which may be of interest to various Council members. At this time, the Council may add or delete items from the budget while the Town Administrator suggests the proposed tax millage rate for property taxes and other fee structures that may be required for the new budget year.

Near the end of July, the Town Council establishes the tentative property tax millage rate and assessment fees to appear on the County's August preliminary tax bill notification to the property holders and provides additional guidance to staff concerning additional budget considerations. During August, the Council continues its review of the budget and returns in September to conduct hearings and then establish the final property tax millage rate and the other fees consistent with the level of Town services to be provided. The millage rate and final budget are adopted by resolution at the second public hearing on these items in September, at which time Town funds are appropriated for expenditure.

General Fund Revenue Classifications and Descriptions

Fund Balance – Fund balance is the accumulation of revenues that exceed expenditures over time. Fund balances occur when departments do not spend their total allocation for a given year and/or when the Town receives additional revenues it was not anticipating.

Not all fund balance amounts are available for appropriation. Portions of the fund balance are set aside as "Reserved" or "Designated" for a specific purpose. The Town of Loxahatchee Groves has set aside a portion of its General Fund balance as a "cushion" against unforeseen circumstances that may only be used in extreme emergencies (e.g., hurricane).

The unreserved/undesignated portion of each year's fund balance is available for appropriation in the next fiscal year if needed, although it should not be available to cover operating expenditures except under exceptional circumstances. This allows the Town to budget with more flexibility, knowing that reserves exist to meet unusual circumstances or special projects. In order to focus on the true cost of ongoing operations, it is Town's policy to exclude contingency expenditures in General Fund departmental budgets as a hedge against unforeseen events. Instead, contingency expenditures have been budgeted for such circumstances within the other governmental services segment of the budget. A resolution that reallocates the budget is necessary when transferring funds from the contingency account to the operating department budgets.

Ad Valorem Taxes – Real and commercial personal property values are assessed each year on a countywide basis by the Palm Beach County Property Appraiser as of January 1st and the appropriate exemptions are applied by the Property Appraiser to determine the taxable value of each property. The Property Appraiser certifies the taxable value of property within the Town on July 1st. The Town levies a property tax millage rate upon that taxable value which will provide revenue required for the fiscal year beginning October 1st. Property taxes, levied by the Town and all other taxing authorities within the County, are centrally billed and collected by Palm Beach County, with monthly remittance to the Town of the amounts collected. Taxes for the fiscal year beginning October 1 are billed in November, and are subject to a 1% per month discount for the period November through February with the final deadline being March 31st. On April 1st, unpaid amounts become delinquent with interest and penalties added thereafter. Beginning June 1st, tax certificates representing delinquent amounts are sold by Palm Beach County, with remittance to the Town for its share of those receipts. The Town Council is responsible for adopting the millage rate (in mills) that is applied against the property value. Each mill generates \$1.00 of tax revenue for every \$1,000 of taxable property value. Factors influencing the establishment of the annual millage rate include (1) changes in the property tax base from the prior year, (2) Town funding requirements, (3) community input, and (4) State Statutes.

The State of Florida provides the method used by the Town to determine the millage rate. The Truth in Millage ("TRIM") law requires total transparency in the rate setting process, rigid requirements in the process of how a municipality establishes its millage rate and ensures taxpayers are fully informed as to any increases in their property taxes.

Utility Taxes – The Town levies a 10% utility service tax on electricity, natural gas, propane, and water services. In addition, the State of Florida has grouped together a number of previously separate taxes and fees as the Communication Services Tax. The State did this in order to simplify the collection of multiple taxes on telephone and cable services as well as to ensure all revenues are distributed to the appropriate Town of record. All of these taxes provide revenue for ongoing General Fund operations. This is a stable revenue stream with minimal growth.

Franchise Fees – The Town grants authorization for companies to provide electricity, gas, solid waste and towing services within the Town in exchange for a fee derived from customer charges. The companies pass these fees directly on to the consumers. Franchise fees provide revenue for ongoing General Fund operations.

Licenses and Permits - Licenses and Permits are composed of a couple categories including the following major categories.

Local Business Tax Receipt Fees – Businesses operating within the Town must pay a Local Business Tax Receipt fee (formerly known as an Occupation License). Local business tax receipt fees are set by Town ordinance and vary based on the type of business. The revenue generated from local business tax receipt fees is estimated on collection trends. Given the residential nature of the Town, local business tax receipt fees are only a small portion of overall revenues collected during any year.

Building Permits – Building permits are required for any construction work within Town limits. Permits are issued for new construction as well as for additions/alterations to existing structures. Building permit fees are established through Town ordinance and vary by type of permit being obtained. Permits are issued for electrical, plumbing, and structural inspections. The decline since FY 07 is a major indicator of the slowdown in development activity in the Town.

Intergovernmental Revenue - The Town receives revenue from the State of Florida based on allocations of taxes and fees collected by the State. These revenue sources include motor fuel taxes, alcoholic beverage licenses, cigarette taxes, and sales taxes. The Town's portion of these State revenue sharing funds are distributed on the basis of population and other allocation methodologies. These revenues have declined in recent years due to the economic slowdown and resultant decline in sales tax. With the State's current fiscal difficulties, the Town is anticipating the State may choose to retain more of these funds in future years, further adding to the Town's financial challenges.

Revenue Sharing – This revenue source was created under the Florida Revenue Sharing Act of 1972 whereby a portion of the monies collected by the State are returned to counties and local municipalities. These funds are distributed to the counties and municipalities based on their respective population and are unrestricted in their use.

Half-Cent Sales Tax – This revenue source represents revenue generated from the State's sales tax distributed to local municipalities in direct proportion to the relationship of their population to that of the county in which they reside.

Fines and Forfeitures – Fines - Local Ordinance Violations - This revenue source is composed primarily of Town Code Enforcement activities. Enforcement activity due to the abandonment and other causes of failure to maintain properties, primarily due to the fiscal pressures on property owners resulting from the weak economy.

Town's Budget and Financial Structure

The Town's budget and financial statements are broken into various funds to separately account for related revenues and expenditures. Each department is appropriated funds to accomplish its goals and

objectives. Town Administration is responsible for adhering to their budgets. Each fund's operation is recorded through a separate set of self-balancing accounts comprised of assets, liabilities, fund equities, revenues, and expenditures. The various funds are grouped by type in the financial statements and are designed to demonstrate compliance with legal requirements for governmental spending. The funds are then further broken down to account for transactions by activity and function.

Fund Descriptions

The Town legally adopts a budget for the following governmental and proprietary fund types:

- *General Fund (001)* – The Town's primary fund responsible for most activities and programs funded through property taxes and other sources of governmental revenue. This fund is used to conduct general government services.
- *Special Revenue Funds (101)* – Used to account for specific governmental revenue requiring separate accounting because of legal or regulatory provisions or administrative action. The Transportation Fund (101) is funded directly from local option gas taxes.
- *Debt Service Funds (200)* – This fund is used to account for the accumulation of resources and the payment of principal and interest on Town debt. The Town has no debt. This fund is funded by General Fund contributions.
- *Capital Projects Funds (300)* – This fund is used to account for significant capital improvement projects. This fund is funded through diverse sources including grants, loans, interest earned on surplus funds and transfers from various funds, including the General Fund, Special Revenue Funds and Enterprise Funds.

Proprietary Fund Types

- *Enterprise Funds* – These funds report operations providing services financed by user charges for services intended to be self-sufficient and operated on a business-like basis.
 - o Solid Waste Fund (405)

Reserves and Designations

Funds may be reserved as a contingency for use by specific departments with Town Manager approval, to be available for unforeseen one-off occurrences. Other reserves are segregated for a specific future use. The description of each reserve indicates the purpose for which it was established. Designated fund balances are portions of fund equity segregated based on tentative Town plans. Such plans or intent are subject to change. Unreserved undesignated fund balances are the fund balance portions available for lawful use.

Basis of Accounting

Basis of accounting refers to when revenues, expenditures, expenses and transfers - and related assets and liabilities - are recognized in the accounts and reported in the financial statements, and relates specifically to the timing of the measurements made.

Modified Accrual

The modified accrual basis of accounting is utilized for the Governmental Funds. Under this basis, revenues are recognized when they become susceptible to accrual; i.e., when they become both measurable and available. "Available" means collectible within the current period or soon enough

thereafter to be used to pay liabilities of the current period. Substantially all governmental fund revenues are accrued except for licenses and permits, and interest on assessments, which are recognized as revenue when received. Property taxes are billed and substantially collected within the same fiscal period. Revenues for reimbursement of grant expenditures are recognized as the expenditures are incurred and the amounts are available, up to the grant award amount. Expenditures are generally recognized under the modified accrual basis of accounting in the period that the liability is incurred. The exception to this general rule is that expenditures for principal and interest on general long-term debt are recognized when due and expenditures for compensated absences are recorded when paid.

Accrual

Under this basis, revenues are recognized in the period earned and expenses are recognized in the period that the liability is incurred. This form of accounting is utilized for the Enterprise Funds.

Budgets and Budgetary Accounting

The Town, in accordance with its Charter and State law, applies the following procedures for budgetary control, budget amendments, and budgetary accounting.

Budgetary Control and Amendments

The General Fund is subject to budgetary control on a departmental level (e.g., Town Clerk). The Town Manager is authorized to transfer General Fund budgeted amounts between expenditure categories within individual departments. However, transfers between departments and revisions that alter the total expenditures of a fund must be approved by the Town Council. The Enterprise, Special Revenue, and Debt Service Funds are subject to budgetary control on an individual fund basis. The Town Council approves supplemental appropriations and appropriation transfers by resolution during the fiscal year.

Major capital facilities and improvements, which are accounted for by the Town within the Capital Improvement Program, are subject to budgetary control on a project basis. Appropriations for a specific project do not lapse until completion of the project.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary process. Encumbrances outstanding at fiscal year-end may lapse unless re-appropriated in the following year. Budget Basis of Accounting Budgets have been prepared on the modified accrual basis of accounting, except for the net increase (decrease) in the fair value of investments. The net increase (decrease) in the fair value of investments is excluded from related revenues when a comparison with budget is made. Depreciation is not included in budgetary statements since it is not a use of expendable resources. The basis of budgeting differs from the financial reporting requirements of the Comprehensive Annual Financial Report. For management decision and control purposes, enterprise debt service and capital project funds, and some reserve accounts, are budgeted separately, whereas in the financial statements, these funds are combined with the corresponding operating fund. For example, the Solid Waste Operating Fund and Capital Projects Fund are presented as individual funds in the budget documents, but they are combined for financial reporting purposes in the Comprehensive Annual Financial Report.

Resolution No. 2015-30

Adoption of Final Millage



TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2015-30

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ESTABLISHING AND ADOPTING THE FINAL MILLAGE FOR THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PURSUANT TO THE BUDGET SUMMARY FOR THE FISCAL YEAR 2015-2016, IN ACCORDANCE WITH CHAPTER 200, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 15, 2015, the Town Council conducted a public hearing and adopted a tentative budget, which included the estimated expenses and revenues for the Town of Loxahatchee Groves, Florida (the "Town"), for the ensuing year, with detailed information, including revenues to be derived from sources other than ad valorem levy, and also containing certain recommendations as to the amounts necessary to be appropriate for funding the activities of the Town for the ensuing year; and

WHEREAS, pursuant to Chapter 200, Florida Statutes, as amended (the "Statute") a method is prescribed for fixing the millage for the purpose of establishing the basis for the collection of said funds; and

WHEREAS, the Town, pursuant to Florida law, conducted a public hearing on September 15, 2015, and adopted Resolution 2015-27, which established the Town's tentative millage rate for the Fiscal Year 2015-2016 at 1.4718 mills, an increase of 36.8% from the 2014-2015 rolled-back millage rate of 1.0759 mills, and set the second public hearing for adoption of the Town's millage rate for the Fiscal Year 2015-2016 for September 29, 2015; and

WHEREAS, on September 29, 2015, the Town Council conducted its duly noticed public

the Fiscal Year 2015-2016;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:

Section 1. Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2. The requisite advertisements, public hearings, and resolutions necessary to establish the Town millage rate have been conducted and prepared as required by Florida Law.

Section 3. Pursuant to the Statute, the first public hearing was held on September 15, 2015, at 7:00 p.m., at the Loxahatchee Groves Town Hall, in the Town of Loxahatchee Groves, Florida; and, a second and final public hearing was held on September 29, 2015, at 7:00 p.m., at the Loxahatchee Groves Town Hall, in the Town of Loxahatchee Groves, Florida.

Section 4. After the conduct of said hearings, and compliance with all of the requirements of the Statute referred to herein, the Town Council hereby establishes and adopts the millage rate for the Fiscal Year 2015-2016 of 1.4718 mills, an increase/decrease of 36.8 % from the 2014-2015 rolled-back millage rate of 1.0759 mills.

Section 5. A certified copy of this Resolution shall be furnished to the Palm Beach County Property Appraiser, the Palm Beach County Tax Collector, and to the State of Florida Department of Revenue so that appropriate and lawfully available revenues may be collected and furnished to the Town as provided by General Law.

Section 6. If any clause, section, or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

this Resolution.

Section 7. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

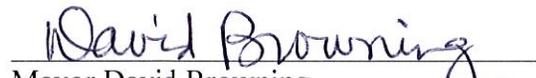
Section 8. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS 29th DAY OF SEPTEMBER, 2015.

ATTEST:


TOWN CLERK, Acting

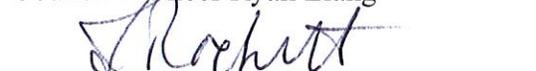
TOWN OF LOXAHATCHEE GROVES,
FLORIDA


Mayor David Browning


Vice Mayor Ronald D. Jarrell


Council Member Tom Goltzené


Council Member Ryan Liang


Council Member Jim Rockett

APPROVED AS TO LEGAL FORM


Office of the Town Attorney

Resolution No. 2015-31

Adoption of FY 2016 Budget



TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2015-31

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; ADOPTING FISCAL POLICIES; AND PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, on September 15, 2015, the Town Council conducted a public hearing and adopted Resolution 2015-28, which approved a Tentative Budget for the Fiscal Year beginning October 1, 2015, which included the estimated expenditures and revenues of the Town for the ensuing year, with detailed information, including revenues to be delivered from sources other than ad valorem levy, and recommendations have been made as to the amount necessary to be appropriated for the ensuing year, and set September 29 2015, for the second public hearing for adoption of the Town's Final Budget for the Fiscal Year beginning October 1, 2015; and,

WHEREAS, on September 29, 2015, the Town conducted its duly noticed public hearing, notice of which was published on September 25, 2015, to adopt its final budget for the Fiscal Year beginning on October 1, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA:

Section 1. Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2. The requisite advertisements, public hearings, and resolutions necessary to establish the Town millage rate have been conducted and prepared as required by Florida Law.

Section 3. The budget estimates, a copy of which are attached hereto and expressly made a part hereof as **Exhibit "A,"** are hereby adopted as the 2015-2016 Fiscal Year Budget and shall be in full force and effect for the fiscal year of the Town commencing on October 1, 2015, and terminating on September 30, 2016.

Section 4. The provisions of this Resolution shall not be deemed to be a limitation of the power granted to the Town by the Town Charter and which relate to the fiscal management of the Town's funds.

Section 5. From time-to-time, the Town may transfer from one fund, account, or department, to another as the necessity for the same may occur without being required to amend the terms and provisions of this Resolution.

Section 6. The Town has adopted its Fiscal Year 2015-2016 millage rate of 1.4718 mills.

Section 7. If any clause, section, or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 8. All resolutions or parts of resolutions, in conflict herewith are hereby repealed to the extent of such conflict.

Section 9. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, UPON SECOND PUBLIC HEARING THE 29h DAY OF SEPTEMBER, 2015.

ATTEST


Perla D. Underwood, Acting Town Clerk

TOWN OF LOXAHATCHEE GROVES,
FLORIDA


Mayor David Browning


Vice-Mayor Ronald D. Jarriel


Council Member Tom Goltzené

APPROVED AS TO LEGAL FORM:


Office of the Town Attorney


Council Member Ryan Liang


Council Member Jim Rocket

EXHIBIT "A"
(BUDGET ESTIMATE)



**Recommended Revenue Estimates and Appropriations
for Fiscal Year 2015-16**

General Fund								
Estimated Revenues								
Acct	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
001-311-100-000	Ad Valorem Taxes	214,645	210,006	208,173	217,931	311,616	311,616	311,616
	Taxes - Ad Valorem Taxes Subtotal	214,645	210,006	208,173	217,931	311,616	311,616	311,616
001-314-100-000	Electric Utility Tax	203,118	225,396	255,191	203,000	233,000	233,000	233,000
001-315-100-000	Communications Services	138,478	117,082	100,688	103,352	91,919	91,919	91,919
001-316-200-000	County Occupational License	10,419	8,588	8,098	5,000	6,000	6,000	6,000
	Taxes Subtotal	352,015	351,066	363,977	311,352	330,919	330,919	330,919
001-323-100-000	FPL Franchise Fee	188,222	185,002	204,892	185,000	200,000	200,000	200,000
001-323-125-000	Haulers Licensing Fee		2,000	3,805	-	-	-	-
001-323-300-000	PBC Water Utility Franchise	5,048	5,550	11,548	5,050	10,000	10,000	10,000
001-329-100-000	Planning & Zoning Permit	99	976	7,224	2,000	7,000	7,000	7,000
	Permits, Franchise Fees & Special Subtotal	193,369	193,528	227,469	192,050	217,000	217,000	217,000
001-335-120-000	State Revenue Sharing	77,999	78,495	79,818	90,689	90,890	90,890	90,890
001-335-180-000	Half Cent Sales Tax	207,901	217,322	232,071	243,375	260,461	260,461	260,461
	Intergovernmental Revenue Subtotal	285,900	295,817	311,889	334,064	351,351	351,351	351,351
001-341-000-000	General Government Charges	7,702	11,007	3,808	4,000	3,000	3,000	3,000
001-343-349-000	Cost Recovery Fees	53,948	34,110	27,858	60,000	35,000	35,000	35,000
	Charges for Services Subtotal	61,650	45,117	31,666	64,000	38,000	38,000	38,000
001-351-100-000	Court Fines	-	1,411	-	-	-	-	-
001-354-100-000	Code Enforcement Fines	35,727	300	9,647	300	1,000	1,000	1,000
	Judgments, Fines & Forfeits Subtotal	35,727	1,711	9,647	300	1,000	1,000	1,000
001-361-100-000	Interest	355	217	158	200	200	200	200
001-366-100-000	Contributions and Donations Private Sources					7,000	7,000	7,000
001-369-000-000	Other Misc. Income	50,649	2,204	42,991	1,000	300	300	300
	Other Misc. Revenue Subtotal	51,004	2,421	43,149	1,200	7,500	7,500	7,500
001-381-305-000	Transfer from CIP Fund				1,000,000	-	-	-
001-382-100-000	Transfer from Solid Waste Fund				-	-	-	-
001-399-000-000	Transfer from Fund Balance				(25,000)	-	-	150,000
	Other Non-operating Sources Total	-	-	-	975,000	-	-	150,000
	Grand Total Revenue	1,194,310	1,099,666	1,195,970	2,095,897	1,257,386	1,257,386	1,407,386



**Recommended Revenue Estimates and Appropriations
for Fiscal Year 2015-16**

General Fund								
Appropriations								
	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
Legislative								
001-511-310-000	Professional Services		650	650	650	10,400	10,400	10,400
001-511-400-000	Travel	863	92	-	3,000	3,000	3,000	3,000
001-511-410-000	Communication Services	-	-	-	-	6,395	6,395	6,395
001-511-492-000	Other Operating Expenses	2,644	1,084	244	1,500	1,500	1,500	1,500
001-511-499-000	Other Current Charges - Council Reimbursement	-	15,000	30,000	30,000	30,000	30,000	30,000
001-511-500-000	Education & Training	300	-	190	1,000	1,000	1,000	1,000
001-511-510-000	Office Supplies	158	52	350	300	500	500	500
001-511-520-000	Operating Supplies	-	-	39	300	500	500	500
001-511-540-000	Books, Publications & Subscriptions	1,296	4,244	4,400	1,935	2,500	2,500	2,500
001-511-820-000	Special Events/Contributions	4,662	3,327	5,500	10,000	5,400	5,400	5,400
	Legislative Total	9,923	24,449	41,373	48,685	61,195	61,195	61,195
Executive								
001-512-340-000	Other Services	256,843	256,414	264,106	269,653	275,045	275,045	275,045
001-512-400-000	Travel	812	1,323	861	1,500	1,500	1,500	1,500
001-512-410-000	Communication Services	3,102	-	-	-	4,399	4,399	4,399
001-512-420-000	Postage & Freight	689	1,982	469	1,000	1,000	1,000	1,000
001-512-490-000	Legal Advertising	7,282	817	149	500	500	500	500
001-512-492-000	Other Operating Expenses	862	193	612	944	5,044	5,044	5,044
001-512-493-000	Election Expense	-	6,961	247	8,010	8,010	8,010	8,010
001-512-510-000	Office Supplies	6,861	10,318	12,593	12,000	12,000	12,000	12,000
001-512-521-000	- Moved to Gen Govt	665	-	-	-	-	-	-
001-512-540-000	Books, Publications & Subscriptions	427	-	450	570	570	570	570
	Executive Total	277,543	278,008	279,487	294,177	308,068	308,068	308,068
Financial and Administrative								
001-513-320-000	Accounting and Auditing	19,750	16,100	16,700	18,000	18,000	18,000	18,000
001-513-470-000	Printing and Binding	4,055	2,817	-	1,751	1,396	1,396	1,396
001-513-490-000	Legal Advertising	2,285	910	910	2,000	2,000	2,000	2,000
001-513-491-000	Computer Services	-	-	-	11,919	11,820	11,820	11,820
001-513-493-000	Election Expense	-	-	-	-	-	-	-
	Financial & Administrative Total	26,090	19,827	17,610	33,670	33,216	33,216	33,216
Legal								
001-514-310-000	Professional Services	67,402	106,975	83,525	90,000	90,000	90,000	90,000
001-514-312-000	Legal Comprehensive Plan	-	-	-	-	-	-	-
	Legal Total	67,402	106,975	83,525	90,000	90,000	90,000	90,000



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16

General Fund Appropriations

	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
Planning and Zoning								
001-515-310-000	Professional Services	25,000	56,603	45,527	40,000	40,000	40,000	40,000
001-515-340-000	Other Services	-	76,733	79,041	80,702	82,316	82,316	82,316
001-515-343-000	Planning & Zoning Contract	5,825	-	2,407	20,000	20,000	20,000	20,000
001-515-347-000	Comprehensive Plan	-	-	-	-	15,000	15,000	15,000
001-515-349-000	Cost Recovery Expenditure	53,948	38,288	28,154	60,000	35,000	35,000	35,000
001-515-490-000	Legal Advertising	-	4,524	12,670	10,000	10,000	10,000	10,000
	Comprehensive Planning & Zoning Total	84,773	176,148	167,799	210,702	202,316	202,316	202,316
Other General Government								
001-519-315-000	Special Magistrate	19,299	24,074	9,126	16,000	10,000	10,000	10,000
001-519-340-000	Other Services	-	-	-	-	1,600	1,600	1,600
001-519-354-000	Code Compliance	25,612	28,100	21,680	36,000	23,000	23,000	23,000
001-519-410-000	Communications Services	2,278	5,742	7,063	8,100	11,100	11,100	11,100
001-519-420-000	Utilities	-	-	-	2,400	10,560	10,560	10,560
001-519-440-000	Rentals and Leases	17,241	18,634	18,509	34,783	10,300	10,300	10,300
001-519-450-000	Insurance	16,372	23,023	15,111	18,000	31,000	31,000	31,000
001-519-460-000	Repair & Maint - Building	6,225	2,400	4,346	2,100	4,200	4,200	4,200
001-519-470-000	Printing and Binding	705	-	-	-	-	-	-
001-519-480-000	Promotional Activities	-	-	-	-	-	-	-
001-519-490-000	Computer Equip Software & Hardware Repair	25,056	1,727	818	5,500	5,500	5,500	5,500
001-519-491-000	Computer Services	-	3,370	5,889	7,292	7,292	7,292	7,292
001-519-494-000	Inspector General Office	468	-	2,218	5,280	5,300	5,300	5,300
001-519-610-000	Land Acquisition	-	-	-	27,000	-	-	-
001-519-620-000	Buildings	-	-	-	465,000	21,410	21,410	21,410
001-519-810-000	Aids to Government Agency	-	28,893	-	-	-	-	-
001-519-820-000	Loxahatchee Groves CERT	-	2,853	550	2,000	2,000	2,000	2,000
001-519-900-000	Transfer to Transportation Fund	48,913	-	40,000	-	-	-	-
001-519-910-000	Transfer to Sanitation Fund	-	-	-	-	115,583	115,583	115,583
001-519-920-000	Transfer to Capital Projects	1,000,000	-	-	-	-	-	150,000
001-519-990-000	Contingency	-	-	-	15,524	-	-	-
001-519-998-000	Transfer to Fund Balance	-	-	-	480,500	-	-	-
	Other Governmental Services Total	1,162,169	138,816	125,310	1,125,479	258,845	258,845	408,845
Law Enforcement								
001-521-341-000	Other Services-PBSO Police	274,785	275,243	280,281	283,084	288,746	288,746	288,746
001-521-342-000	Other Services-ADDL PBSO	126	-	234	10,500	10,000	10,000	10,000
	Law Enforcement Total	274,911	275,243	280,515	293,584	298,746	298,746	298,746
Public Works								
001-539-340-000	Other Services	1,847	2,950	2,884	1,000	5,000	5,000	5,000
	Public Works Total	1,847	2,950	2,884	1,000	5,000	5,000	5,000
	Grand Total Expenditure	1,904,658	1,022,416	998,503	2,097,297	1,257,386	1,257,386	1,407,386

**Recommended Revenue Estimates and Appropriations
for Fiscal Year 2015-16**



Transportation Fund

Estimate Revenues

	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
101-312-410-000	1st Local Option Fuel Tax (6c)	246,902	245,644	247,217	250,858	249,245	249,245	249,245
101-312-420-000	2nd Local Option Fuel Tax (5c)	116,036	114,427	117,955	117,768	117,326	117,326	117,326
101-363-990-000	Contribution from General Fund	48,913	-	40,000	-	-	-	-
101-399-000-000	Transfer from Fund Balance	-	-	-	412,423	-	-	1,000,000
	Total Revenue	411,851	360,071	405,172	781,049	366,571	366,571	1,366,571

Transportation Fund

Appropriations

	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Budget	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
101-541-467-000	Traffic Control Signs-6c	-	19,066	4,456	10,000	10,000	10,000	10,000
101-541-468-000	Town Roads Maint.-6c	49,975	78,224	53,470	102,059	70,507	70,507	70,507
101-541-469-000	Road Maintenance District-6c	150,305	149,198	152,915	93,738	93,738	93,738	93,738
101-541-631-000	Road and Streets -new construction-5c	-	-	-	-	-	-	-
101-541-632-000	Special Projects	-	901	-	60,000	75,000	75,000	75,000
101-541-633-000	22nd Road Ditch	-	-	-	-	-	-	-
101-541-634-000	Town 148th Terr Bridge (5)/Culvert -5c	50,663	-	-	-	-	-	-
101-541-636-000	Road and Streets -new construction-6c	138,844	-	-	-	-	-	-
101-541-920-000	Transfer to Capital Projects	-	-	15,070	515,252	-	-	1,000,000
101-541-990-000	Transfer to Fund Balance 5ct.	-	-	-	-	117,326	117,326	117,326
101-541-991-000	Transfer to Fund Balance 6ct.	-	-	-	-	-	-	-
	Total Expenditure	389,787	247,389	225,911	781,049	366,571	366,571	1,366,571



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16

Capital Improvement Program

Estimated Revenues

	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
305-337-300-000	Local Govt Unit Grant - Physical Environ				-	-	-	-
305-363-990-000	Contributions from General Fund	1,000,000	-	-	-	-	-	150,000
305-363-991-000	Contributions from Transportation Fund			15,070	555,252	-	-	1,000,000
305-366-100-000	Contributions and Donations Private Sources	-	-	-	-	1,111,741	1,111,741	1,211,741
305-399-000-000	Transfer from Fund Balance				1,000,000	168,893	168,893	168,893
Total Revenue			-	15,070	1,555,252	1,280,634	1,280,634	2,530,634

Capital Improvement Program

Appropriations

	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
305-541-610-000	Surveying Town Roads	-	-	9,653	90,374	100,000	100,000	100,000
305-541-620-000	OGEM Town Roads - "B" and "D" Roads	-	-	146,251	-	1,111,741	1,111,741	1,211,741
305-541-630-000	Okeechobee and D Road Traffic Light	-	-	6,000	290,944	-	-	-
305-541-640-000	Drainage			-	25,000	-	-	1,150,000
305-541-650-000	Trails			4,260	120,000	40,000	40,000	40,000
305-541-652-000	"D" Road to Southern Blvd			-	-	-	-	-
305-541-654-000	Purchase roads from LGWCD	-	-	28,893	28,934	28,893	28,893	28,893
305-581-001-000	Inter-fund Transfer Out Gen. Fun			-	1,000,000	-	-	-
Total Expenditure		-	-	195,057	555,252	1,280,634	1,280,634	2,530,634



**Recommended Revenue Estimates and Appropriations
for Fiscal Year 2015-16**

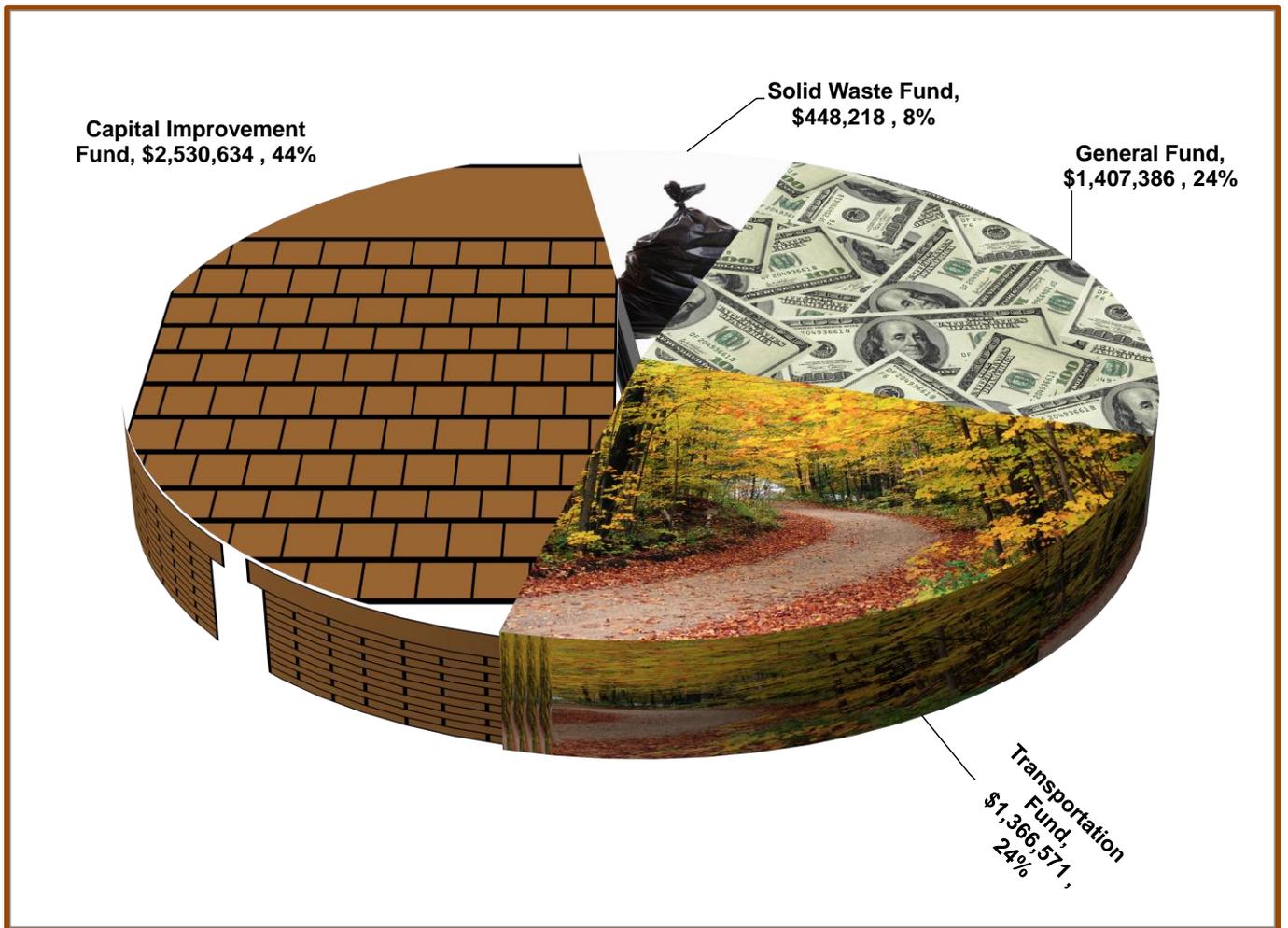
Solid Waste Fund								
Estimated Revenues								
	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
405-323-125-000	Haulers Licensing Fee - MOVED to GF	1,000	-	-	-	-	-	-
405-325-205-000	Solid Waste Assessments	471,397	350,052	431,725	431,846	337,253	337,253	337,253
405-325-206-000	Discount Fees	(14,981)	(10,214)	(13,728)	(11,660)	(10,118)	(10,118)	(10,118)
405-343-120-000	SWA Recycling Income	7,571	7,719.28	3,153.00	6,700.00	5,500	5,500	5,500
405-361-100-000	Interest	-	-	7.00	-	-	-	-
405-363-990-000	Contributions from General Fund	-	-	-	-	115,583	115,583	115,583
405-399-000-000	Transfer from Fund Balance	-	-	-	14,382	-	-	-
Total Revenue		464,987	347,557	421,157	441,268	448,218	448,218	448,218

Solid Waste Fund								
Appropriations								
	Account	FY 11-12 Audited	FY 12-13 Audited	FY 13-14 Audited	FY 2014-15 Budget	FAAC Proposed Budget	Council Recommend	Council Adopted
405-534-345-000	Contractual - Waste Over	9,500	8,336.00	22,195.00	15,000	-	-	-
405-534-346-000	PBC Administration Fee - 1%	4,052	4,249.05	3,743.00	4,318	3,373	3,373	3,373
405-534-420-000	Postage & Freight	34	28.00	-	300	1,078	1,078	1,078
405-534-434-000	Solid Waste Contractor	413,998	451,634.40	392,618.00	410,150	428,645	428,645	428,645
405-534-436-000	Other Sanitation Service	1,333	15,250.00	-	11,000	14,622	14,622	14,622
405-534-490-000	Legal Advertising	-	-	700.00	500	500	500	500
405-534-595-000	TOLG Management Fee	279	-	-	-	-	-	-
Total Expenditure		429,196	479,497	419,256	441,268	448,218	448,218	448,218

Budget for All Funds



Town of Loxahatchee Groves Total Estimated Revenues & Appropriations by Fund Fiscal Year 2015-2016

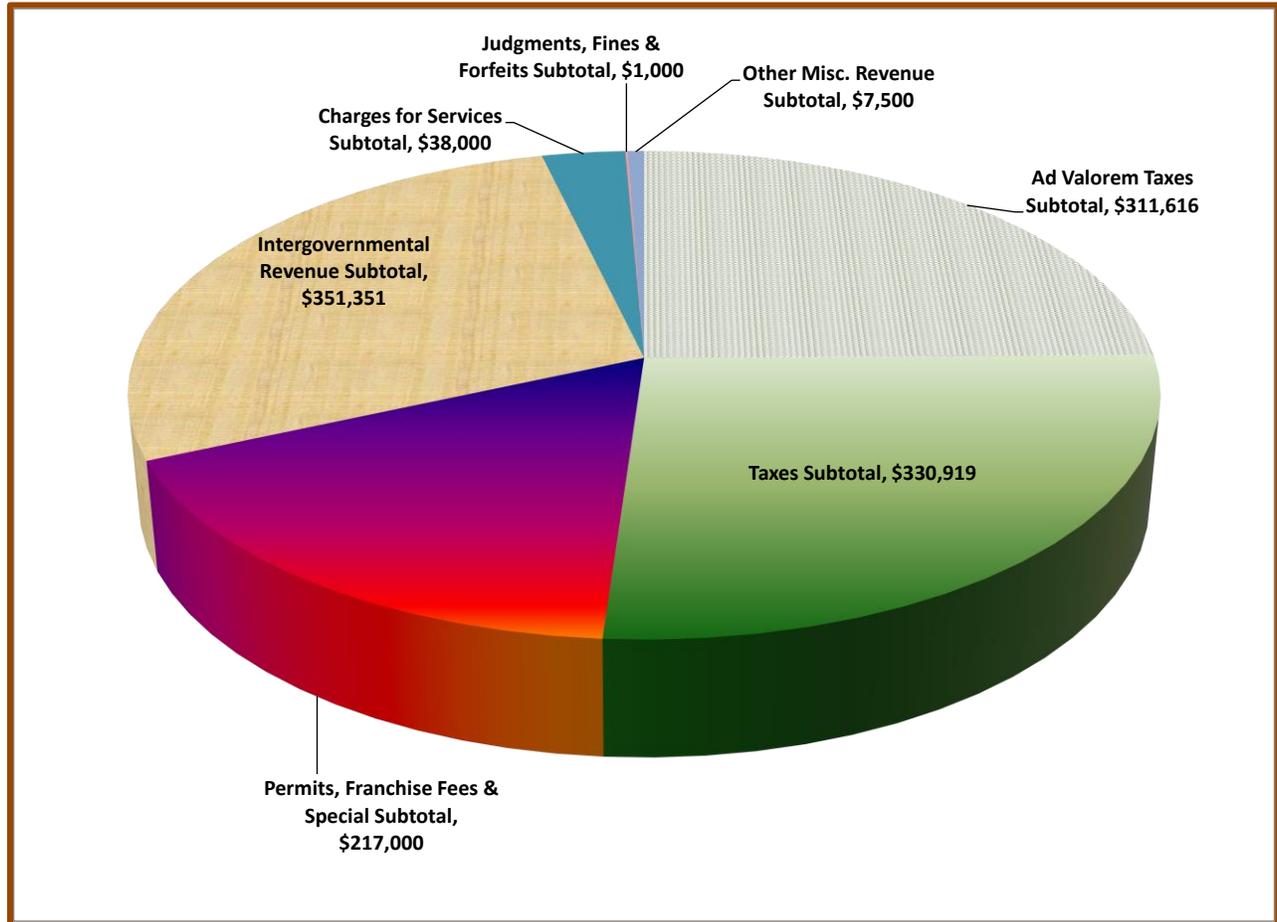


Fund	Adopted Amount
General Fund	\$1,407,386
Transportation Fund	\$1,366,571
Capital Improvement Fund	\$2,530,634
Solid Waste Fund	\$448,218
Total Estimated Revenue and Appropriations	\$5,752,809

General Fund Estimated Revenues



General Fund Estimated Revenues Fiscal Year 2015-2016



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



General Fund		
Estimated Revenues		
Acct	Account	Council Adopted
	Taxes - Ad Valorem Taxes Subtotal	311,616
	Taxes Subtotal	330,919
	Permits, Franchise Fees & Special Subtotal	217,000
	Intergovernmental Revenue Subtotal	351,351
	Charges for Services Subtotal	38,000
	Judgments, Fines & Forfeits Subtotal	1,000
	Other Misc. Revenue Subtotal	7,500
	Other Non-operating Sources Total	150,000
	Grand Total Revenue	1,407,386



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16

General Fund		
Estimated Revenues		
Acct	Account	Council Adopted
001-311-100-000	Ad Valorem Taxes	311,616
	Taxes - Ad Valorem Taxes Subtotal	311,616
001-314-100-000	Electric Utility Tax	233,000
001-315-100-000	Communications Services	91,919
001-316-200-000	County Occupational License	6,000
	Taxes Subtotal	330,919
001-323-100-000	FPL Franchise Fee	200,000
001-323-125-000	Haulers Licensing Fee	-
001-323-300-000	PBC Water Utility Franchise	10,000
001-329-100-000	Planning & Zoning Permit	7,000
	Permits, Franchise Fees & Special Subtotal	217,000
001-335-120-000	State Revenue Sharing	90,890
001-335-180-000	Half Cent Sales Tax	260,461
	Intergovernmental Revenue Subtotal	351,351
001-341-000-000	General Government Charges	3,000
001-343-349-000	Cost Recovery Fees	35,000
	Charges for Services Subtotal	38,000
001-351-100-000	Court Fines	-
001-354-100-000	Code Enforcement Fines	1,000
	Judgments, Fines & Forfeits Subtotal	1,000
001-361-100-000	Interest	200
001-366-100-000	Contributions and Donations Private Sources	7,000
001-369-000-000	Other Misc. Income	300
	Other Misc. Revenue Subtotal	7,500
001-381-305-000	Transfer from CIP Fund	-
001-382-100-000	Transfer from Solid Waste Fund	-
001-399-000-000	Transfer from Fund Balance	150,000
	Other Non-operating Sources Total	150,000
	Grand Total Revenue	1,407,386

General Fund

Account Number	Account Title	Detail Description	Council Adopted
Revenues			
001-311-100-000	Ad Valorem Taxes		\$311,616
		Preliminary budget based on prior year taxable value of \$222,866,840 is up \$25,177,423 from \$197,689,417 mills; Town Council proposed an approved millage rate of 1.4718 mills	\$311,616
001-314-100-000	Electric Utility Tax		\$233,000
		Improved economic factors	\$233,000
001-315-100-000	Communications Services		\$91,919
		Estimate based on FY15 year state revenue estimating conference projections as of July 30, 2015.	\$91,919
001-316-200-000	County Occupational License		\$6,000
		No anticipated increase	\$6,000
001-323-100-000	FPL Franchise Fee		\$200,000
		Using the audited FY14 actual. Current year may not meet the estimate	\$200,000
001-323-125-000	Haulers Licensing Fee		\$0
		Activity halted by Town Council Ordinance	
001-323-300-000	PBC Water Utility Franchise		\$10,000
		No increase estimated for next year	\$10,000
001-329-100-000	Planning & Zoning Permit		\$7,000
		Estimating an increase due to economic recovery continuing.	\$7,000
001-335-120-000	State Revenue Sharing		\$90,890
		<i>Estimate based on FY16 year state revenue estimating conference projections.</i>	\$90,890
001-335-180-000	Half Cent Sales Tax		\$260,461
		<i>Estimate based on FY16 year state revenue estimating conference projections.</i>	\$260,461
001-341-000-000	General Government Charges		\$3,000
		Reduced based on the fact the Town is not receiving any registration funds from the Town's contractor Vacant Registry	\$3,000
001-343-349-000	Cost Recovery Fees		\$35,000
		Estimate used will be used for appropriation to perform this function	\$35,000
001-351-100-000	Court Fines		\$0

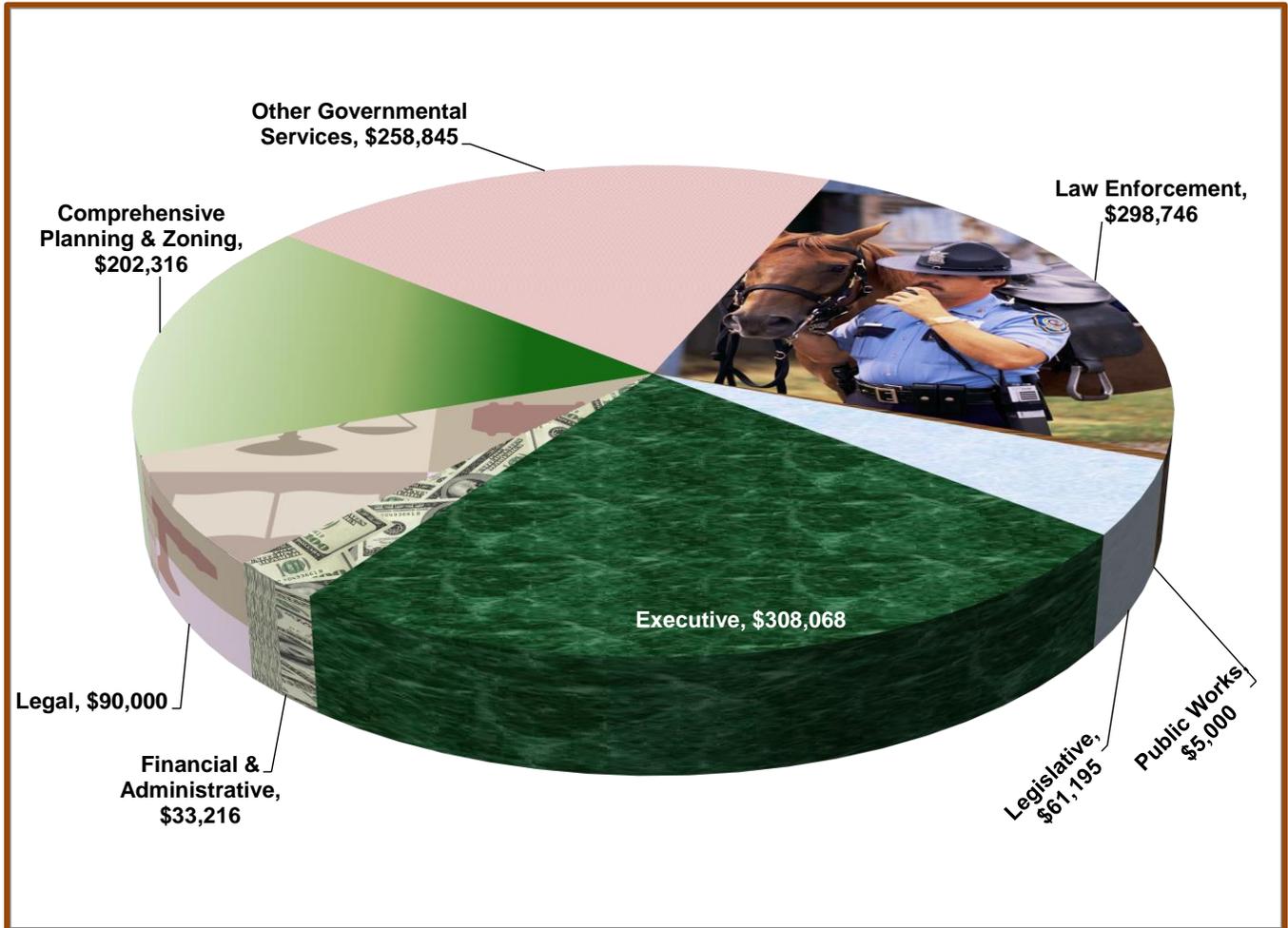
General Fund

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
Revenues			
001-354-100-000	Code Enforcement Fines		\$1,000
		The Town has a reactive code enforcement system and fees generated can not be predicted with any level of confident accuracy	\$1,000
001-361-100-000	Interest		\$200
		Interest earnings continue to languish	\$200
001-366-100-000	Contributions and Donations Private Sources		\$7,000
		P. I. L. O. T. funding from Big Dog Ranch	\$7,000
001-369-000-000	Other Misc. Income		\$300
		Election filing fees, insurance reimbursements, and other non-classified revenues specifically identified.	\$300
001-381-305-000	Transfer from CIP Fund		\$0
001-382-100-000	Transfer from Solid Waste Fund		\$0
		No funds anticipated this FY	
001-399-000-000	Transfer from Fund Balance		\$150,000
		<i>Town Council Approved 9/29/2015 Special Meeting</i>	<i>\$150,000</i>

General Fund Appropriations



General Fund Appropriations Fiscal Year 2015-2016



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



General Fund	
Legislative Total	61,195
Executive Total	308,068
Financial & Administrative Total	33,216
Legal Total	90,000
Comprehensive Planning & Zoning Total	202,316
Other Governmental Services Total	258,845
Law Enforcement Total	298,746
Public Works Total	5,000
Grand Total Expenditure	1,257,386



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16

General Fund Appropriations

	Account	Council Adopted
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Legislative

001-511-310-000	Professional Services	10,400
001-511-400-000	Travel	3,000
001-511-410-000	Communication Services	6,395
001-511-492-000	Other Operating Expenses	1,500
001-511-499-000	Other Current Charges - Council Reimbursement	30,000
001-511-500-000	Education & Training	1,000
001-511-510-000	Office Supplies	500
001-511-520-000	Operating Supplies	500
001-511-540-000	Books, Publications & Subscriptions	2,500
001-511-820-000	Special Events/Contributions	5,400
	Legislative Total	61,195

Executive

001-512-340-000	Other Services	275,045
001-512-400-000	Travel	1,500
001-512-410-000	Communication Services	4,399
001-512-420-000	Postage & Freight	1,000
001-512-490-000	Legal Advertising	500
001-512-492-000	Other Operating Expenses	5,044
001-512-493-000	Election Expense	8,010
001-512-510-000	Office Supplies	12,000
001-512-521-000	- Moved to Gen Govt	-
001-512-540-000	Books, Publications & Subscriptions	570
	Executive Total	308,068

Financial and Administrative

001-513-320-000	Accounting and Auditing	18,000
001-513-470-000	Printing and Binding	1,396
001-513-490-000	Legal Advertising	2,000
001-513-491-000	Computer Services	11,820
001-513-493-000	Election Expense	-
	Financial & Administrative Total	33,216

Legal

001-514-310-000	Professional Services	90,000
001-514-312-000	Legal Comprehensive Plan	-
	Legal Total	90,000

Legislative

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
001-511-310-000	Professional Services		\$10,400
		Lobbyist, Municipal Code Corp. annual web access fee, other	\$10,400
001-511-400-000	Travel		\$3,000
		Transportation Reimbursement as necessary	\$1,000
		Misc Expenses	\$2,000
001-511-410-000	Communication Services		\$6,395
		Ipad Air X 5 @ 529	\$2,645
		Clamcase X 5 @ 150	\$750
		Cellular Communication for Ipad @ 50/month	\$3,000
001-511-492-000	Other Operating Expenses		\$1,500
		Meeting expenses	\$500
		Town brand marketing	\$1,000
001-511-499-000	Other Current Cha	001-511-499-000	\$30,000
		Town Council Reimbursement @ \$500 per month per Council	\$30,000
001-511-500-000	Education & Training		\$1,000
		Misc Seminars	\$1,000
001-511-510-000	Office Supplies		\$500
		Misc office supplies	\$500
001-511-520-000	Operating Supplies		\$500
		Misc supplies	\$500
001-511-540-000	Books, Publications & Subscriptions		\$2,500
		Florida League of Cities - annual membership	\$500
		Government Finance Officers Association Annual Membership	\$160
		Palm Beach County League of Cities	\$550
		Palm West Chamber of Commerce-annual membership	\$225
		Palm Beach County League of Cities - small cities hosting	\$500
		Miscellaneous subscriptions	\$500
			\$65
001-511-820-000	Special Events/Contributions		\$5,400
		Holiday Parade supplies	\$400
		Holiday Parade Float	\$1,000
		Volunteer Committee Member Appreciation	\$2,000
		Other unscheduled events	\$2,000

Executive

Account Number	Account Title	Detail Description	Council Adopted
001-512-340-000	Other Services		\$275,045
		UMSG - Contract Management Services up CPI @ 2.0%	\$275,045
001-512-400-000	Travel		\$1,500
		Town Manager Mileage & Misc. reimbursement	\$1,500
001-512-410-000	Communication Services		\$4,399
		Ipad Air @ 529	\$529
		Clamcase @ 150	\$150
		Cellular Communication for Ipad @ 50/month	\$3,000
		Cellular telephone	\$720
001-512-420-000	Postage & Freight		\$1,000
		General, Code Enforcement, and Special Magistrate notifications	\$1,000
001-512-490-000	Legal Advertising		\$500
		General notices, procurement, and ordinance advertising	\$500
001-512-492-000	Other Operating Expenses		\$5,044
		Recording Fees	\$500
		Credit Card Machine and fees	\$444
		Other	\$4,100
001-512-493-000	Election Expense		\$8,010
		Advertising	\$1,300
		Election Inspectors compensation	\$800
		Law Enforcement escort service	\$160
		Training and expenses	\$2,250
		Palm Beach County Supervisor of Election charges	\$3,500
001-512-510-000	Office Supplies		\$12,000
		TCI Automation - Per page printing charges - 2 copiers	\$6,000
		Misc office supplies for Town Hall	\$6,000
001-512-521-000	- Moved to Gen Govt		\$0
		Account moved to General Government	\$0
001-512-540-000	Books, Publications & Subscriptions		\$570
		GFOA for CAFR submission	\$320
		Misc publication	\$250

Financial and Administrative

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
001-513-320-000	Accounting and Auditing		\$18,000
		Nowlen Holt & Miner - auditing services	\$18,000
001-513-470-000	Printing and Binding		\$1,396
		Business cards	\$646
		Misc reports and submission	\$750
001-513-490-000	Legal Advertising		\$2,000
		TRIM notices	\$2,000
001-513-491-000	Computer Services		\$11,820
		SaaS Accounting System Startup cost	\$6,000
			\$5,820
001-513-493-000	Election Expense		\$0

Legal

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
001-514-310-000	Professional Services		\$90,000
		Goren, Cherof, Doody & Ezrol, PA - Legal Counsel	\$90,000
001-514-312-000	Legal Comprehensive Plan		\$0



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16

General Fund Appropriations

	Account	Council Adopted
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Planning and Zoning

001-515-310-000	Professional Services	40,000
001-515-340-000	Other Services	82,316
001-515-343-000	Planning & Zoning Contract	20,000
001-515-347-000	Comprehensive Plan	15,000
001-515-349-000	Cost Recovery Expenditure	35,000
001-515-490-000	Legal Advertising	10,000
	Comprehensive Planning & Zoning Total	202,316

Other General Government

001-519-315-000	Special Magistrate	10,000
001-519-340-000	Other Services	1,600
001-519-354-000	Code Compliance	23,000
001-519-410-000	Communications Services	11,100
001-519-420-000	Utilities	10,560
001-519-440-000	Rentals and Leases	10,300
001-519-450-000	Insurance	31,000
001-519-460-000	Repair & Maint - Building	4,200
001-519-470-000	Printing and Binding	-
001-519-480-000	Promotional Activities	-
001-519-490-000	Computer Equip Software & Hardware Repair	5,500
001-519-491-000	Computer Services	7,292
001-519-494-000	Inspector General Office	5,300
001-519-610-000	Land Acquisition	
001-519-620-000	Buildings	21,410
001-519-810-000	Aids to Government Agency	-
001-519-820-000	Loxahatchee Groves CERT	2,000
001-519-900-000	Transfer to Transportation Fund	-
001-519-910-000	Transfer to Sanitation Fund	115,583
001-519-920-000	Transfer to Capital Projects	150,000
001-519-990-000	Contingency	-
001-519-998-000	Transfer to Fund Balance	-
	Other Governmental Services Total	408,845

Law Enforcement

001-521-341-000	Other Services-PBSO Police	288,746
001-521-342-000	Other Services-ADDL PBSO	10,000
	Law Enforcement Total	298,746

Public Works

001-539-340-000	Other Services	5,000
	Public Works Total	5,000

Grand Total Expenditure

1,407,386

Planning and Zoning

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
001-515-310-000	Professional Services		\$40,000
		Town initiated engineering services	\$40,000
001-515-340-000	Other Services		\$82,316
		UMSG - planning & zoning services CPI @ 2.0%	\$82,316
001-515-343-000	Planning & Zoning Contract		\$20,000
		Land Research Management - Town initiated planning servic	\$20,000
001-515-347-000	Comprehensive Plan		\$15,000
		Modifications - Capital Improvement Element	\$15,000
001-515-349-000	Cost Recovery Expenditure		\$35,000
		Various projects (TBD)	\$35,000
001-515-490-000	Legal Advertising		\$10,000
		Planning & Zoning Avertising non-cost recovery matters	\$10,000

Other General Government

Account Number	Account Title	Detail Description	Council Adopted
001-519-315-000	Special Magistrate		\$10,000
		Caldwell & Pacetti - Special Magistrate	\$10,000
001-519-340-000	Other Services		\$1,600
		Miscellaneous maintenance items	\$1,600
001-519-354-000	Code Compliance		\$23,000
		Tew & Taylor - code enforcement case presentment	\$20,000
		Miscellaneous services and support	\$3,000
001-519-410-000	Communications Services		\$11,100
		ATT - Telephone	\$3,600
		Comcast - Internet Services	\$3,000
		other services	\$4,500
001-519-420-000	Utilities		\$10,560
		FPL	\$7,200
		ATT	\$2,280
		PBC Water	\$1,080
001-519-440-000	Rentals and Leases		\$10,300
		TCI automation - Toshiba copier rental	\$4,500
		Easy Self-Storage - unit	\$1,800
		Miscellaneous rental or leases	\$4,000
001-519-450-000	Insurance		\$31,000
		Florida League of Cities - General Liability	\$31,000
001-519-460-000	Repair & Maint - Building		\$4,200
		Cleaning services	\$4,200
001-519-470-000	Printing and Binding		\$0
			\$0
001-519-480-000	Promotional Activities		\$0
			\$0
001-519-490-000	Computer Equip Software & Hardware Repair		\$5,500
		Misc. software upgrades	\$1,500
		Replacement of Town Council hardware	\$1,200
		Update Microsoft Office Pro Suite @ \$400 each	\$2,800
001-519-491-000	Computer Services		\$7,292
		Hosting - e-City Services	\$1,500
		Microsoft Exchange 14 - email	\$1,698
		Dropbox	\$1,045
		Streaming video from eCity Services	\$3,000
		Carbonite	\$49

Other General Government

Account Number	Account Title	Detail Description	Council Adopted
001-519-494-000	Inspector General Office		\$5,300
		Various contract requirements	\$5,300
001-519-620-000	Buildings		\$21,410
		gutter installation	\$21,410
001-519-820-000	Loxahatchee Groves CERT		\$2,000
		Annual contribution	\$2,000
001-519-900-000	Transfer to Transportation Fund		\$0
			\$0
001-519-910-000	Transfer to Sanitation Fund		\$115,583
			\$115,583
001-519-920-000	Transfer to Capital Projects		\$150,000
		Town Council Approved at 9/29/2015 meeting	\$150,000
001-519-998-000	Transfer to Fund Balance		\$0
001-519-990-000	Contingency		\$0

Law Enforcement

Account Number	Account Title	Detail Description	Council Adopted
001-521-341-000	Other Services-PBSO Police		\$288,746
		2% increase for FY2015	\$288,746
001-521-342-000	Other Services-ADDL PBSO		\$10,000
		Misc. detail shifts for BSO	\$10,000

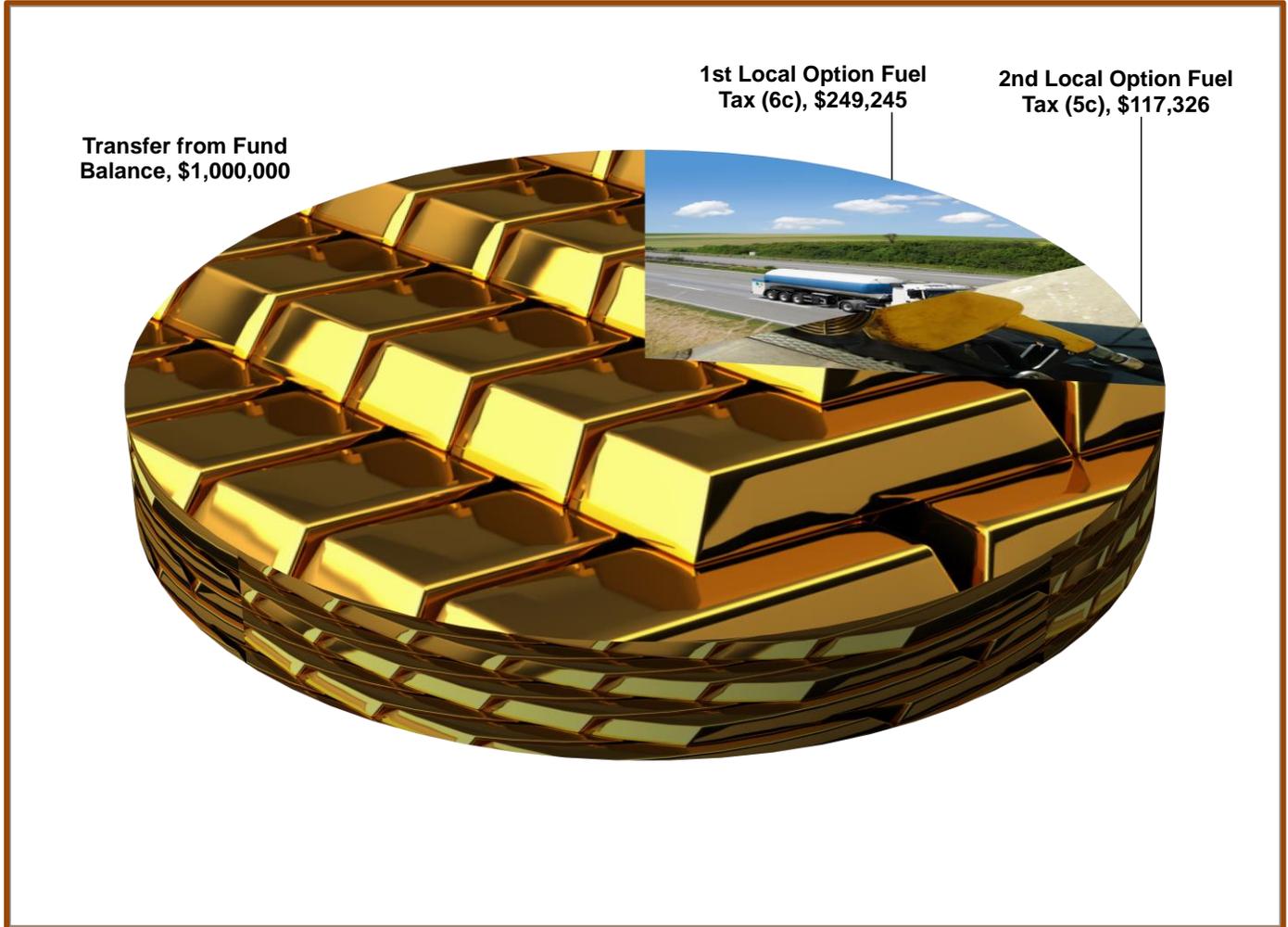
Public Works

Account Number	Account Title	Detail Description	Council Adopted
001-539-340-000	Other Services		\$5,000
		Miscellaneous physical environment services	\$5,000

Transportation (LOGT) Fund



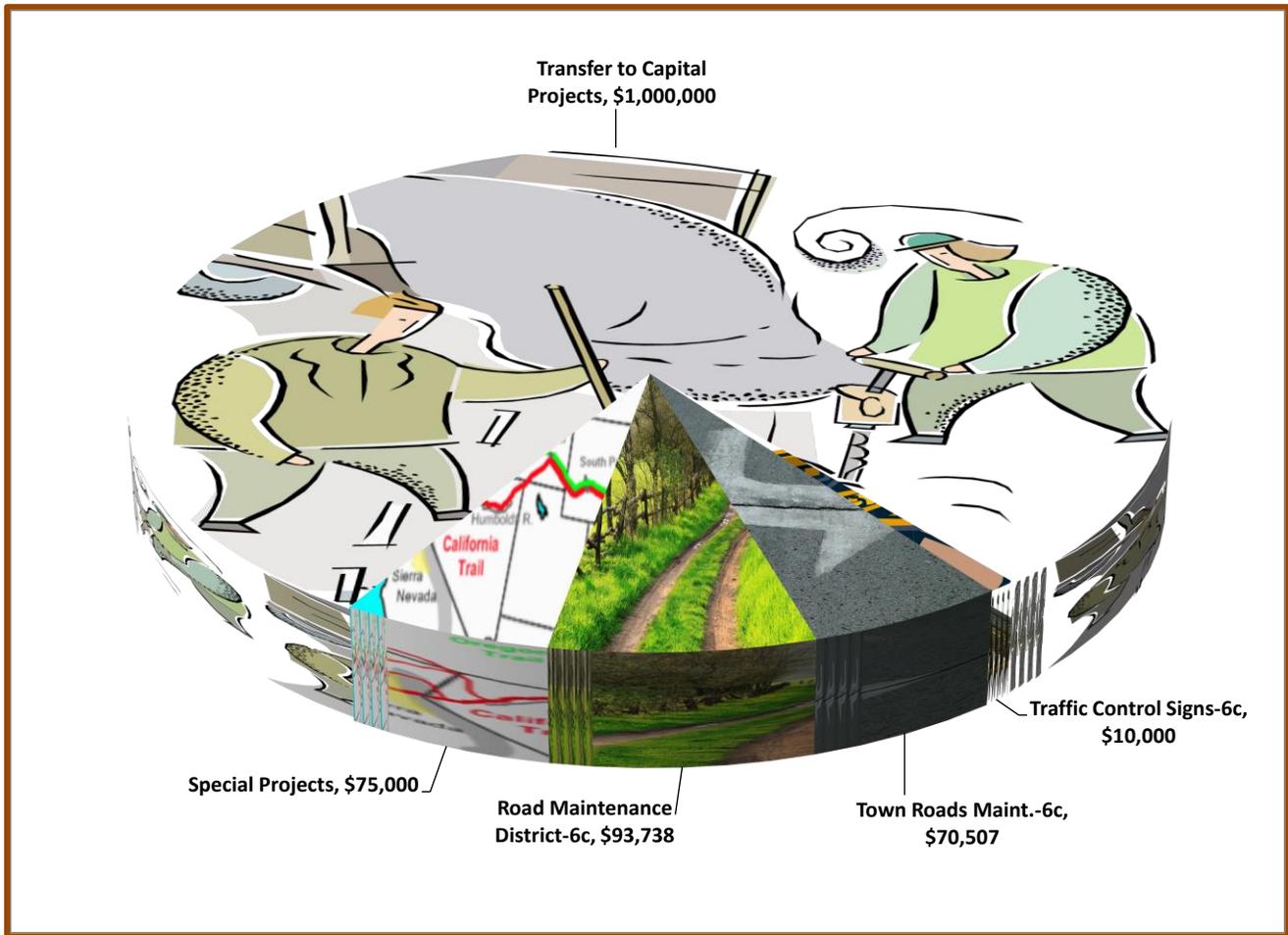
Transportation Fund Estimated Revenues & Appropriations Fiscal Year 2015-2016



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Transportation Fund		
Estimate Revenues		
	Account	Council Adopted
101-312-410-000	1st Local Option Fuel Tax (6c)	249,245
101-312-420-000	2nd Local Option Fuel Tax (5c)	117,326
101-363-990-000	Contribution from General Fund	-
101-399-000-000	Transfer from Fund Balance	1,000,000
Total Revenue		1,366,571



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Transportation Fund Appropriations

	Account	<i>Council Adopted</i>
101-541-467-000	Traffic Control Signs-6c	10,000
101-541-468-000	Town Roads Maint.-6c	70,507
101-541-469-000	Road Maintenance District-6c	93,738
101-541-631-000	Road and Streets -new construction-5c	-
101-541-632-000	Special Projects	75,000
101-541-633-000	22nd Road Ditch	-
101-541-634-000	Town 148th Terr Bridge (5)/Culvert -5c	-
101-541-636-000	Road and Streets -new construction-6c	-
101-541-920-000	Transfer to Capital Projects	1,000,000
101-541-990-000	Transfer to Fund Balance 5ct.	117,326
101-541-991-000	Transfer to Fund Balance 6ct.	-
Total Expenditure		1,366,571

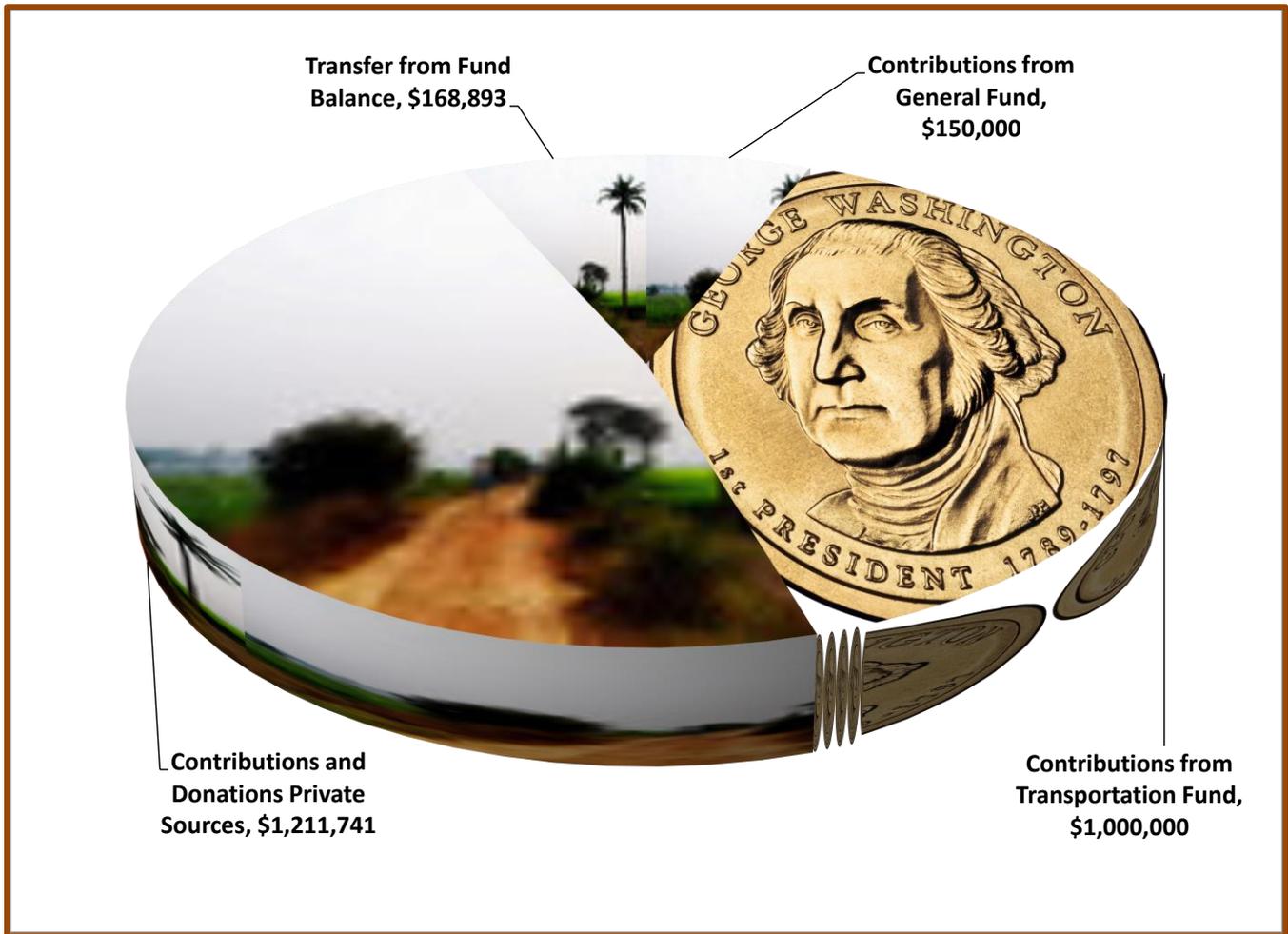
Transportation Fund

Account Number	Account Title	Detail Description	Council Adopted
Revenues			
101-312-410-000	1st Local Option Fuel Tax (6c)		\$249,245
		State Dept Fin Svc Estimate O&M <i>Estimate based on FY14 year state revenue estimating conference projections.</i>	\$249,245
101-312-420-000	2nd Local Option Fuel Tax (5c)		\$117,326
		State Dept Fin Svc Estimate Capital <i>Estimate based on FY14 year state revenue estimating conference projections.</i>	\$117,326
101-363-990-000	Contribution from General Fund		\$0
		Not needed for FY14	\$0
101-399-000-000	Transfer from Fund Balance		\$1,000,000
		5 cent gas tax fund balance reserve	\$500,000
		6 cent gas tax fund balance reserve	\$500,000
Appropriations			
101-541-467-000	Traffic Control Signs-6c		\$10,000
		Various traffic control signs	\$6,000
		Installation	\$2,000
		<i>Equestrian Signs</i>	\$2,000
101-541-468-000	Town Roads Maint.-6c		\$70,507
		Town road maintenance @ \$110/mile	\$25,000
		Base rock for Town roads @ \$12/ton	\$5,000
		Road repairs	\$32,000
		Hedging	\$4,500
		Mowing	\$4,007
101-541-469-000	Road Maintenance District-6c		\$93,738
		Actual cost reimbursements up to	\$93,738
		Total District Lane Miles 2014 of 43.266 miles or 37.4% of	
101-541-631-000	Road and Streets -new construction-5c		\$0
101-541-632-000	Special Projects		\$75,000
		<i>Equestrian Crossings Okeechobee Blvd.</i>	\$75,000
101-541-920-000	Transfer to Capital Projects		\$1,000,000
		5 cent current appropriation	
		5 cent gas tax fund balance reserve	\$500,000
		6 cent gas tax fund balance reserve	\$500,000
101-541-990-000	Transfer to Fund Balance 5ct.		\$117,326
			\$117,326
101-541-991-000	Transfer to Fund Balance 6ct.		\$0

Capital Improvement Program CIP Fund



Capital Improvement Fund Estimate Revenues Fiscal Year 2015-2016

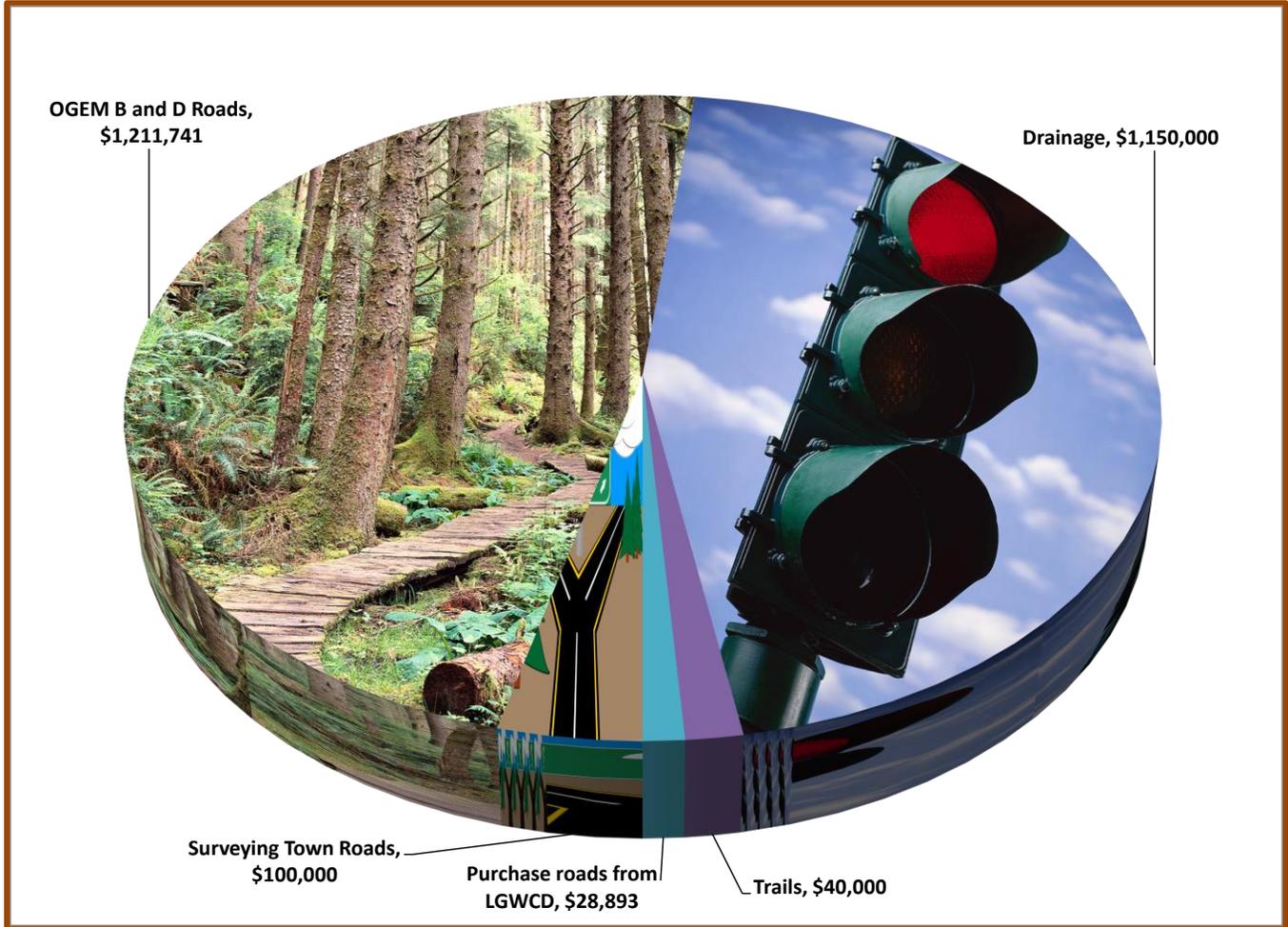


Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Capital Improvement Program		
Estimated Revenues		
Acct	Account	Council Adopted
305-337-300-000	Local Govt Unit Grant - Physical Environ	-
305-363-990-000	Contributions from General Fund	150,000
305-363-991-000	Contributions from Transportation Fund	1,000,000
305-366-100-000	Contributions and Donations Private Sources	1,211,741
305-399-000-000	Transfer from Fund Balance	168,893
Total Revenue		2,530,634

Capital Improvement Fund Appropriations Fiscal Year 2015-2016



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Capital Improvement Program Appropriations

Acct	Account	Council Adopted
305-541-610-000	Surveying Town Roads	100,000
305-541-620-000	OGEM Town Roads - "B" and "D" Roads	1,211,741
305-541-630-000	Okeechobee and D Road Traffic Light	-
305-541-640-000	Drainage	1,150,000
305-541-650-000	Trails	40,000
305-541-652-000	"D" Road to Southern Blvd	-
305-541-654-000	Purchase roads from LGWCD	28,893
305-581-001-000	Inter-fund Transfer Out Gen. Fun	-
Total Expenditure		2,530,634

Solid Waste Fund



Capital Improvement Fund Estimate Revenues & Appropriations

Account Number	Account Title	Detail Description	Council Adopted
Estimated Revenues			
305-337-300-000	Local Govt Unit Grant - Physical Environ		\$0
	Moved to Contribution from Transportation Fund		
305-363-990-000	Contributions from General Fund		\$150,000
	Contribution from General Fund unassigned fund balance		\$150,000
305-363-991-000	Contributions from Transportation Fund		\$1,000,000
	5 cent gas tax fund balance reserve		\$500,000
	6 cent gas tax fund balance reserve		\$500,000
305-366-100-000	Contributions and Donations Private Sources		\$1,211,741
	Quad Party Agreement		\$1,111,741
	D Road Contribution from Big Dog Rescue		\$100,000
305-399-000-000	Transfer from Fund Balance		\$168,893
	Transfer fund in from remaining unassigned fund balance		\$128,893
	Grant from Palm Beach County through LGWCD for trails		\$40,000
Appropriations			
305-541-610-000	Surveying Town Roads		\$100,000
	TBD		\$100,000
305-541-620-000	OGEM Town Roads - "B" and "D" Roads		\$1,211,741
	Engineering, Inspection, Construction		\$1,111,741
	D Road improvement near Big Dog Rescue		\$100,000
305-541-630-000	Okeechobee and D Road Traffic Light		\$0
	Tentative costs to implement traffic control device		
305-541-640-000	Drainage other improvements/Town Roads		\$1,150,000
	TBD		\$1,150,000
305-541-654-000	Trails		\$40,000
	Equestrian trails on North Road		\$40,000
305-541-654-000	Purchase roads from LGWCD		\$28,893
	Amortized cost for road acquisition from LGWCD for 5 fiscal years		\$28,893
305-581-001-000	Inter-fund Transfer Out Gen. Fun		\$0

Solid Waste Fund Estimated Revenues Fiscal Year 2015-2016

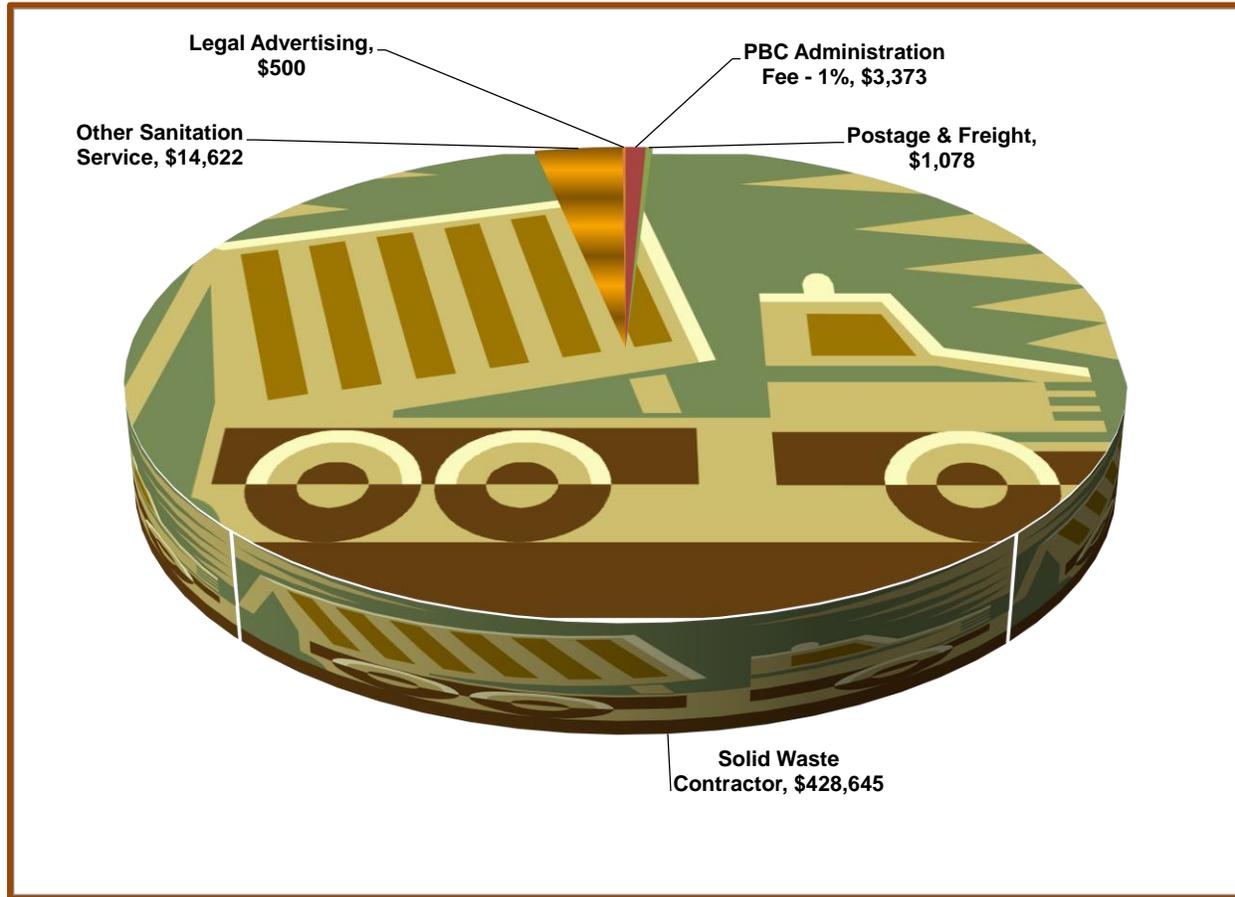


Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Solid Waste Fund		
Estimated Revenues		
	Account	<i>Council Adopted</i>
405-323-125-000	Haulers Licensing Fee - MOVED to GF	-
405-325-205-000	Solid Waste Assessments	337,253
405-325-206-000	Discount Fees	(10,118)
405-343-120-000	SWA Recycling Income	5,500
405-361-100-000	Interest	-
405-363-990-000	Contributions from General Fund	115,583
405-399-000-000	Transfer from Fund Balance	-
Total Revenue		448,218

Solid Waste Fund Appropriations Fiscal Year 2015-2016



Recommended Revenue Estimates and Appropriations for Fiscal Year 2015-16



Solid Waste Fund Appropriations		
Account Number	Account	Council Adopted
405-534-345-000	Contractual - Waste Over	-
405-534-346-000	PBC Administration Fee - 1%	3,373
405-534-420-000	Postage & Freight	1,078
405-534-434-000	Solid Waste Contractor	428,645
405-534-436-000	Other Sanitation Service	14,622
405-534-490-000	Legal Advertising	500
405-534-595-000	TOLG Management Fee	-
Total Expenditure		448,218

Solid Waste Fund

Account Number	Account Title	Detail Description	<i>Council Adopted</i>
405-325-205-000	Solid Waste Assessments		\$337,253
		1,316 res users @ \$256.27	\$337,253
405-325-206-000	Discount Fees		(\$10,118)
		Early payment of tax bills @ 3.0% average discount	(\$10,118)
405-343-120-000	SWA Recycling Income		\$5,500
		Recycle income sharing PBC SWA	\$5,500
405-363-990-000	Contributions from General Fund		\$115,583
		Transfer in from General Fund excess ad valorem taxes and other revenues	\$115,583
405-399-000-000	Transfer from Fund Balance		\$0
Appropriations			
405-534-345-000	Contractual - Waste Over		\$0
			\$0
405-534-346-000	PBC Administration Fee - 1%		\$3,373
		1% for administration by PBC	\$3,373
405-534-420-000	Postage & Freight		\$1,078
		Miscellaneous mailings	\$1,078
405-534-434-000	Solid Waste Contractor		\$428,645
		Cost estimated using existing contract price oplus a 3.5% increase	\$428,645 \$0
405-534-436-000	Other Sanitation Service		\$14,622
		Council action to have funds for emergency preparation	\$14,622 \$0
405-534-490-000	Legal Advertising		\$500
		Miscellaneous advertising Reduced due to Assessment approval	\$500
405-534-595-000	TOLG Management Fee		\$0
		No TOLG fee needed	\$0