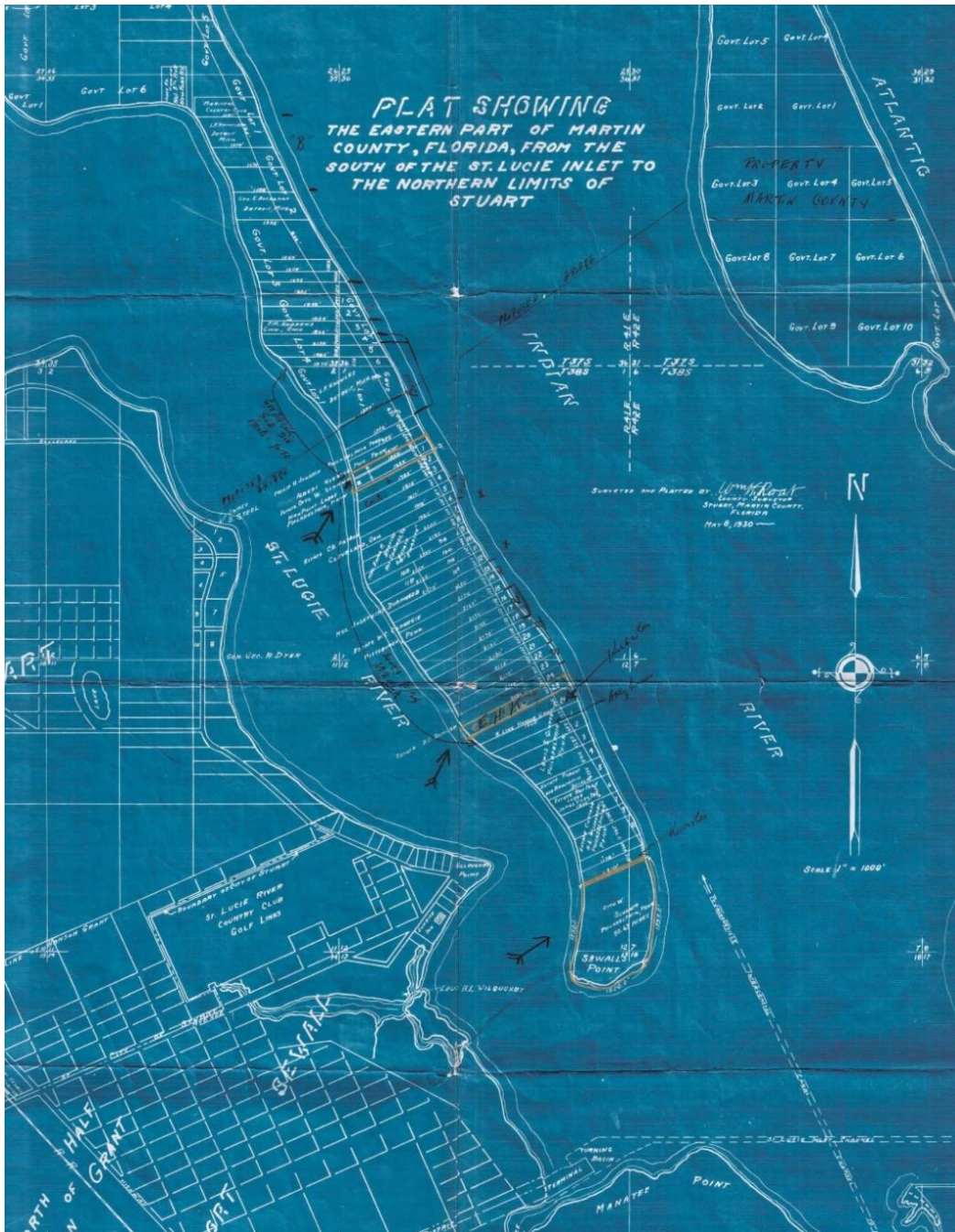


TOWN OF SEWALL'S POINT



Budget-In-Brief Fiscal Year 2025



JOHN TOMPECK
Mayor

FRANK FENDER
Vice Mayor

VINNY BARILE
Commissioner

DAVE KURZMAN
Commissioner

KAIJA MAYFIELD
Commissioner

TOWN OF SEWALL'S POINT



ROBERT DANIELS, ICMA-CM
Town Manager

APRIL C. STONCIUS, MMC
Town Clerk

TINA CIECHANOWSKI
Chief of Police

JACK REISINGER, CBO
Building Official

MARIA PIERCE
Finance/HR Director

August 5, 2024

Mayor and Commissioners,

I am pleased to provide the proposed Fiscal Year 2024–2025 (FY25) for the Town of Sewall's Point. The recommended FY25 budget is presented in a "Budget-In-Brief" format. Significant issues are highlighted, with a brief statement of policy intent. The following reports are included in this document:

Page 2.	Budget Calendar
Page 3.	Policy Issues Overview
Page 5.	Property Tax Recommendation
Page 7.	Budget by Fund
Page 14.	Fire Rescue Contract
Page 15.	Employee Retention Policies
Page 16.	Budget Position Control and Pay Plan
Page 17.	Capital Improvement Plan
Page 20.	Unfunded/Future Items
Appendix	Zero based budget line item detail report

In preparing the operating budget, staff has utilized a "zero based budget" technique, evaluating and calculating the specific content of each line item. This provides important background information and documents the intended use of the monies. For those who wish to review the detail, this report is provided as an appendix to the Budget in Brief.

Respectfully Submitted,

Robert Daniels
Town Manager

TOWN OF SEWALL'S POINT FY 2025 BUDGET CALENDAR

- April 01, 2024 Begin budget preparation – Departments Provided Budget History & Asked to Prepare FY25 Budget Request
- April 9, 2024 – Commission Meeting – Stormwater Utility Discussion
- April 30, 2024 – Departmental Budgets due to Town Manager
- May 14, 2024 – Commission Meeting/Public Hearing Capital Improvement Plan
 - Capital Improvement Plan (CIP)/Resolution Adopting
- June 1, 2024 - Preliminary estimate of tax roll is released
- July 1, 2024 Certified tax roll is released
- July 18, 2024 – Commission Meeting
 - Set Tentative Millage Rate
 - Adopt policy resolutions
 - Resolution continuing the 0.40 capital millage dedication for FY25
- August 13, 2024 – Budget Workshop/Commission Meeting
 - Overview of Budget
 - Review Personnel Policies & Classification and Pay Plan
 - Review Previous adopted policy resolutions
 - Adopt policy resolutions – *These may be deferred to a public hearing*
- September 9, 2024 – Tentative Budget Hearing
 - Required preliminary statements
 - Receive public comment
 - Motion to adopt the tentative millage rate
 - Motion to adopt the tentative budget
- September 23, 2024 – Final Budget Hearing
 - Required preliminary statements
 - Receive public comment
 - Motion to adopt the final millage rate
 - Motion to adopt the final the budget

**TOWN OF SEWALL'S POINT
POLICY ISSUES OVERVIEW**

The following is a summary of the central policy issues to be considered in adopting the budget. A brief rationale for each is described in the following pages.

Property taxes. Maintain a level tax rate to avoid year to year ups and downs. Tax base increased by 7.8%, generating projected revenue increase of about \$300,000.

Policy Considerations:

- ***Recommend 2.87 mill tax rate for General Fund***
- ***Recommend 0.40 mill tax rate for Capital Improvement Fund***
 - ***FY25 designated for Road Resiliency once again, with a special focus on Phase 2 & 3.***

Fiscal Sustainability – Budget by Fund. Establish a structurally balanced budget by separating recurring revenues from non-recurring revenues.

Policy Considerations:

- Continue budgeting three funds: General Fund, Building Fund, & Capital Improvement Fund
- Continue formally adopting existing reserves.
 - Operating reserve \$500,000
 - Disaster reserve \$1,000,000
 - Fire-Rescue reserve \$400,000

Fiscal Sustainability – Funding for Fire-Rescue contract in FY25. The contract increases from \$532,783 in fiscal year 2024 to \$763,061 in fiscal year 2025. It is recommended to utilize the savings from the general fund ending fund balance in fiscal year 2024, and retaining the \$400,000 Fire-Rescue reserve for future payments.

Policy Considerations:

- Recommend a portion of the net revenues at the end of FY25 to be added to the restricted balance dedicated to Fire-Rescue increase. The future cost of this contract will continue to have a significant budget impact that will continue to increase approximately \$20,000 a year beginning in FY26 through FY29. Discussions on funding mechanisms for this continued services contract should be discussed prior to FY27.

Employee retention. Continue to focus on employee retention in a tight labor market.

Policy Considerations:

- Recommend a cost of living increase of 4% in employee wages; includes additional cost for wages, employer taxes and retirement.
- Recommend maintaining the current medical benefits for all employees – an increase of 8%
- Recommend accelerating the retirement vesting schedule (no budgetary impact).
- Update Human Resource Manual policies regarding leave accruals (no budgetary impact).
- Update Position Control and Pay Plan (annual update).

**TOWN OF SEWALL'S POINT
POLICY ISSUES OVERVIEW
(continued)**

IT Upgrade – The Town of Sewall's Point will be required to obtain a dedicated server along with upgrading to G365, which meets the legal requirements of government agencies and police departments. This is estimated to cost an additional \$50,000 - \$75,000 in FY25 which is included in the proposed budget.

Capital Improvements Plan (Resolution No. 971 Adopted May 28, 2024). Continued focus on South Sewall's Point Road Resiliency looking for additional funding to help minimize the financial impact to the residents. Does the Town Commission want to accelerate the projects via a loan?

Policy Considerations:

- The South River Road drainage project is estimated at \$2.5 Million. The Commission has approved initiating a portion of the South River Road Improvement Project to be started due to an increase in flooding issues near Margarita. The approved amount is \$250,000, funded by the .40 mill Capital Improvement Fund. The remainder of the project has been requested through a DEP grant.
- The next Septic to Sewer projects in South Sewall's Point. The Town currently has a grant for this project that is utilizing the residential connection fees as the Town's 50% match. Part one of this project is approximately 90% complete. Work in part two of this project should begin in FY25, with the final portion of this project being completed in FY26.

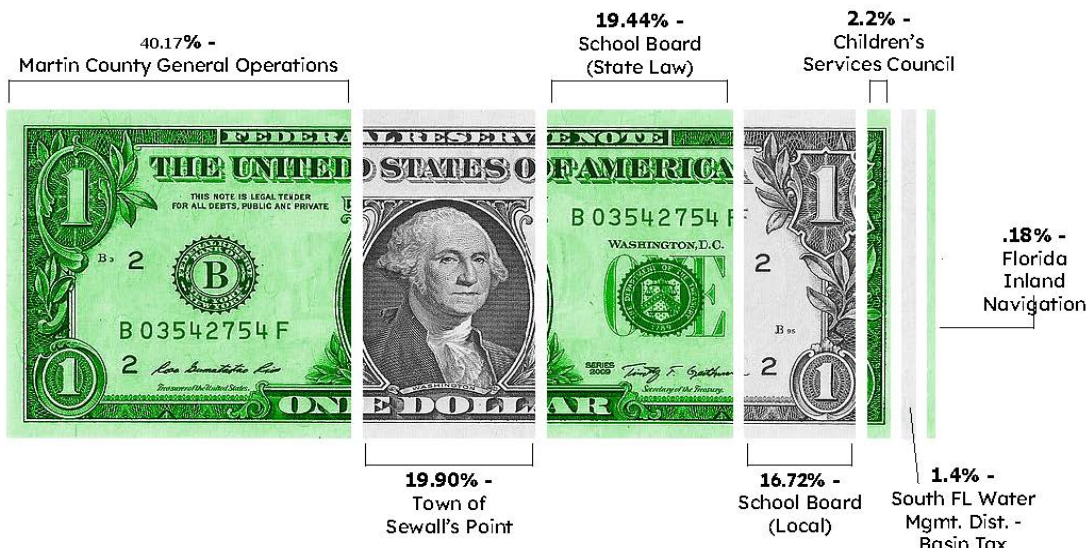
TOWN OF SEWALL'S POINT PROPERTY TAX RECOMMENDATION

Property taxes are of course the most important policy ingredient of municipal budgeting. The tax base has increased by over seven percent (7.85%). Total tax base of \$991.8 million produces additional General Fund income of \$260,000 at 2.87 mills. The Capital Improvement portion (.40 mills) of the tax rate will produce approximately \$385,000 for FY25, an increase of about \$40,000.

Staff recommends continuing the same millage rate of 3.27 mills. Maintaining a level millage rate avoids having ups and downs from year to year and fully supports fiscal sustainability. The town has taken a great first step by classifying its property tax rate into two types:

- **Operating millage of 2.87 mills is recommended.** The Town has painstakingly maintained its operating millage for seven years running now. This is excellent public policy because it matches recurring revenue to important recurring town operations. Current recurring operations are fully funded at this level. However, as recurring operations continue to steadily increase, there may be a need to re-evaluate the future millage rate for sustainability.
- **Capital millage rate of 0.40 mills is recommended.** Given the tremendous policy step the town has already taken, the Manager strongly recommends maintaining this rate again for FY25. Although this produces a modest income of \$385,000, it provides an important local contribution to the ambitious level of effort in the town's Road Resiliency Program.
- **Combined millage rate of 3.27 mills** represents a 7.85% increase over the Roll-Back Rate.

Where Do Your Property Tax Dollars Go?



**TOWN OF SEWALL'S POINT
PROPERTY TAX RECOMMENDATION
(continued)**

TOWN OF SEWALL'S POINT TAX ROLL	FY19	FY20	FY21	FY22	FY23	FY24	FY25
TAX ROLL	672,700,666	698,857,493	716,105,754	736,690,940	828,847,090	919,607,330	1,014,077,850
TAX FUNDING TOTAL	1,834,118	1,905,435	1,952,462	2,287,691	2,574,813	2,856,760	3,150,233
OPERATING 2.87	1,834,118	1,905,435	1,952,462	2,007,748	2,259,852	2,507,309	2,764,883
CAPITAL 0.40	-	-	-	279,943	314,962	349,451	385,350

COMBINED TOTAL TAX RATES

Sewall's Point	2.8700	2.8700	2.8700	2.8688	2.8700	2.8700	2.8700
Ocean Breeze			3.0800	0.4000	0.4000	0.4000	2.8700
Stuart			5.0000	1.4000	1.0000	0.8000	0.4000
Jupiter Island			2.6983	5.2004	5.1700	5.1487	
Indiantown			1.6304	2.9320	3.0622	3.0359	
Martin District One			0.0829	1.6304	1.6304	1.6304	
Martin Countywide			6.7618	0.0790	0.0790	0.0714	
School Board			6.4470	6.7934	6.5559	6.6017	
Fire/Rescue Unincorporated			2.7010	6.3230	5.9888	2.7480	
County Unincorporated Stormwater			0.6156	2.6835	2.6325	2.6884	
Other Taxing Authorities			0.6613	0.6017	0.5916	0.5989	
				0.6510	0.6239	0.6994	

Sewall's Point Total	20.0567	17.0362	16.4378	16.4354
Jupiter Island (TPP Only)*	16.7576	16.6994	16.2300	16.2013
Ocean Breeze	19.6502	17.8509	16.8003	16.6538
Martin District One Total	17.4682	17.3198	16.6546	16.6875
Jupiter Island (RP Only)**	17.8195	17.7888	17.1893	17.1606
Indiantown	18.2006	18.0813	17.4307	17.4842
Stuart	19.0837	18.9678	18.3378	18.3141

*Town operations

**Town operations plus beach renourishment

**TOWN OF SEWALL'S POINT
BUDGET BY FUND
SOURCES AND USES**

In FY23, the Town's management proposed moving from a single fund for accounting purposes to a conventional fund structure commonly utilized by municipalities. This allowed the Town to clearly align the sources of income with the type of expenditure it supports¹. The following three funds were created and continue to be budgeted:

1. **General Fund.** Fifty-eight percent (58%) of the General Fund goes to public safety – Sewall's Point Police Department and Stuart Fire-Rescue. Forty-two percent (42%) goes to Town Hall operations (Manager, Clerk, finance, insurance, maintenance, park maintenance, etc.).
 - Funded by recurring revenues which are not restricted to any specific uses. Seventy-five percent (75%) of the funding comes from the 2.87 mill property tax, with about twenty-five percent (25%) coming from other recurring general revenues.
2. **Building Fund.** Building department costs including overhead.
 - Funded by building permit fees which are restricted to paying for permit related costs. These are recurring but may vary substantially from year to year. Excess fees should be held in reserve in order to maintain continuity of operations during periods of economic downturn, provided it does not go over the statutory limitations. A separate fund allows clear accountability for the collection and use of permit fees.
3. **Capital Improvement Fund**
 - **Capital Improvements Program.** Major capital improvements.
 - Majority funding comes from one-time sources such as grants. Recurring funding serving as local grant match is from road improvement fees and the dedicated 0.40 mills property tax. This budget should directly correspond with the first year of the five-year Capital Improvement Program.
 - **Capital Maintenance.** Costs of maintaining the Town's capital assets, e.g., road resurfacing, bridge repairs, and stormwater drainage systems.
 - Funded mostly with recurring road-related fees.
 - As infrastructure is added, additional funding will be required.

Recommend formal adoption of operating reserves, disaster reserves, and fire-rescue reserves.

¹ "Most state and local governments are subject to a requirement to pass a balanced budget. However, a budget that may fit the statutory definition of a "balanced budget" may not, in fact, be financially sustainable. For example, a budget that is balanced by such standards could include the use of non-recurring resources, such as asset sales or reserves, to fund ongoing expenditures, and thus not be in structural balance. A true structurally balanced budget is one that supports financial sustainability for multiple years into the future. A government needs to make sure that it is aware of the distinction between satisfying the statutory definition and achieving a true structurally balanced budget... As a first step, the government should identify key items related to structural balance. These include: *recurring and non-recurring revenues, recurring and non-recurring expenditures, and reserves.*"

**TOWN OF SEWALL'S POINT
PROPOSED BUDGET BY FUND - FY 2025**

		FUND 001	FUND 101	FUND 301	2025
		GENERAL FUND	BUILDING FUND	CAPITAL FUND	BUDGET
REVENUES					
311.000	AD VALOREM TAXES	3,150,233			3,150,233
312.410	GAS TAX			145,000	145,000
312.420	GAS TAX SECOND LOCAL OPTION			100,000	100,000
315.000	COMMUNICATIONS SERVICES TAX	50,000			50,000
316.000	LOCAL BUSINESS TAX	1,500			1,500
322.000	BUILDING PERMIT FEES		430,000		430,000
322.001	TECHNOLOGY FEE		7,000		7,000
322.003	SITE PLAN REVIEWS		5,000		5,000
323.100	ELECTRIC FRANCHISE FEES	200,000			200,000
325.200	BUILDING DEPT ROAD IMPROVEMENT			150,000	150,000
329.001	PLANNING & ZONING FEES	5,000			5,000
331.000	HMGP GRANTS			3,802,728	3,802,728
334.000	FDEP GRANTS			16,720,000	16,720,000
335.000	LEGISLATIVE APPROPRIATIONS			1,000,000	1,000,000
335.120	STATE REVENUE SHARING	86,471			86,471
335.150	STATE REVENUE SHARING	1,500			1,500
335.180	SALES TAX	293,139			293,139
337.200	LOCAL GRANT - PD				0
337.300	MCU SSPR REIMBURSEMENT				0
351.300	CIVIL FINES				0
351.500	TRAFFIC FINES	10,000			10,000
351.501	POLICE EDUCATION - TRAFFIC FINES	1,200			1,200
351.901	CODE ENFORCEMENT VIOLATIONS	2,500			2,500
354.000	FINES-LOCAL ORDINANCE VIOLATIONS	1,000			1,000
361.100	INTEREST	50,000			50,000
366.002	CONTRIBUTIONS - SAFETY EQUIPMENT GRANT				0
366.003	CONTRIBUTIONS - TOWN EVENTS				0
366.004	CONTRIBUTIONS - POLICE DEPARTMENT				0
367.000	TOWN LICENSES	7,000			7,000
369.900	MISCELLANEOUS REVENUE	2,000			2,000
369.901	MISCELLANEOUS REVENUE POLICE				0
369.902	MISC REVENUE - PARK	1,200			1,200
382.000	RESERVE UTILIZATION	190,928	80,811	2,229,969	2,501,708
	TRANSFER FROM GENERAL FUND			385,349	385,349
	TOTAL REVENUES	4,053,671	522,811	24,533,046	29,109,528

**TOWN OF SEWALL'S POINT
PROPOSED BUDGET BY FUND - FY 2025**

	FUND 001	FUND 101	FUND 301	2025
	GENERAL FUND	BUILDING FUND	CAPITAL FUND	BUDGET
EXPENDITURES				
RESERVE ADDITION				0
512 TOTAL EXECUTIVE	713,632			713,632
513 TOTAL FINANCE	117,460			117,460
514 TOTAL LEGAL	115,000			115,000
517 TOTAL DEBT SERVICE	150,780			150,780
519 TOTAL GOVERNMENTAL SERVICES	626,411			626,411
521 TOTAL POLICE	1,567,327			1,567,327
522 TOTAL FIRE	763,061			763,061
524 TOTAL BUILDING		522,811		522,811
519 TOTAL GOVERNMENTAL SERVICES - CAPITAL			121,000	121,000
538 TOTAL STORMWATER			24,252,046	24,252,046
541 TOTAL STREETS & BRIDGES			160,000	160,000
TOTAL EXPENDITURES	4,053,671	522,811	24,533,046	29,109,528

**TOWN OF SEWALL'S POINT
FIRE RESCUE AGREEMENT**

The Town contracts with the City of Stuart for Fire-Rescue services for town residents. This is a very cost-effective means of providing the service. However, the contract calls for a major increase from \$565,231 in FY24 to \$763,061 in FY25. This is an increase of \$197,830 which is being funded in FY25 from the savings seen in the general fund in FY24.

- Below is the payment schedule for the remaining 5 years. It is important to note, that an increase of this magnitude will continue to have a significant bearing on future budgets.

Fire-Rescue Contract Cost

PREVIOUSLY PAID		UPCOMING PYMTS	
YEAR	AMOUNT	YEAR	AMOUNT
2018	\$ 182,875.00	2024	\$ 565,231.00
2019	\$ 365,750.00	2025	\$ 763,061.00
2020	\$ 502,200.00	2026	\$ 785,953.00
2021	\$ 517,266.00	2027	\$ 809,532.00
2022	\$ 532,784.00	2028	\$ 833,818.00
2023	\$ 548,767.00	2029	\$ 858,832.00
Sub-Total	\$ 2,649,642.00	Sub-Total	\$ 4,616,427.00
Total Fire-Rescue Contract Cost:		\$ 7,266,069.00	

*During FY25, staff recommends starting initial negotiations for a successor agreement with the City of Stuart Fire & Rescue.

**TOWN OF SEWALL'S POINT
EMPLOYEE RETENTION POLICIES**

Recruiting and retention once again deserve special attention this budget year. The current labor market continues to be very difficult. Employers across all segments of the economy are having difficulty filling positions and many are resorting to hiring bonuses. The Town is very fortunate to have highly competent staff. The following policies are recommended to help assure retention of current personnel² and recruitment.

- Recommend a wage increase for employees of four percent (4%).
- Recommend remaining with the current insurance plan that is offered to the employees. Insurance had an increase of 8%.
- Recommend a part-time (0.50 FTE) Building Inspector to assist the Building Official.
- Recommend amending the retirement plan to modify vesting. Presently vesting begins at 20% at the end of two years, then graduates 20% each year, and full vesting occurs at the end of the sixth year of employment.
 - Recommend changing the vesting schedule to 100% vesting at the end of the 4th year of employment. This will help encourage employees to remain with the Town during the critical two (2) to five (5) year employment tenure.

Recommend Approve the Position Control and Pay Plan, below.

² The Town is presently in labor negotiations, so certain of these policies may or may not be applicable to police officers, unless or until they are negotiated.

**TOWN OF SEWALL'S POINT
POSITION CONTROL AND PAY RANGES
FISCAL YEAR 2025**

AUTHORIZED POSITIONS	FTE's	LOW	MID	HIGH
TOWN MANAGER	1		Per Contract	
TOWN CLERK	1	\$ 50,369	\$ 61,562	\$ 70,000
FINANCE DIRECTOR	1	\$ 69,956	\$ 86,100	\$ 105,000
BUILDING OFFICIAL / PW	1	\$ 89,544	\$ 106,334	\$ 139,000
PUBLIC WORKS MAINTENANCE	1	\$ 33,579	\$ 44,772	\$ 55,000
TOWN / FINANCE / BLDNG ASSIST.	1	\$ 50,369	\$ 61,562	\$ 70,000
POLICE CHIEF	1	\$ 106,334	\$ 128,720	\$ 145,000
POLICE ADMIN ASSISTANT	1	\$ 50,369	\$ 61,562	\$ 70,000
POLICE LIEUTENANT	1	\$ 83,034	\$ 99,230	\$ 113,000
POLICE SERGEANT	1		Per Collective Bargaining Agreement	
POLICE OFFICER	7		Per Collective Bargaining Agreement	
PART-TIME BUILDING INSPECTOR	0.5	\$ 55,000	\$ 70,000	\$ 85,000
Total FTE's	17.5			

**Town of Sewall's Point - Salary Allocations
Fiscal Year 2025**

Title	FTE	Executive	Building	Finance	General Government	Police
Town Manager	1	60.00%	40.00%			
Town Clerk	1		20.00%		80.00%	
Finance/HR Director	1		35.00%	65.00%		
Building Official	1		100.00%			
Admin Assist - Bldg/Fin/TH	1		80.00%		20.00%	
Public Works/Bldg Maintenance	1		60.00%		40.00%	20.00%
Police Chief	1					100.00%
Admin Assist - Police	1					100.00%
Police Officer - LT	1					100.00%
Police Officer - Sgt	1					100.00%
Police Officer	7					100.00%

Aggregate Salary Totals

General Town Operations	\$ 223,416.29
Building Department Operations	\$ 303,059.94
Police Department Operations	\$ 863,694.57

TOWN OF SEWALL'S POINT
CAPITAL IMPROVEMENTS PLAN (ALREADY APPROVED)

Background Guidance

Over the past four years, the Town Commission has undertaken significant policy steps to guide the future character of the town. The January 2020 workshops resulted in three important priorities: Financial responsibility, environmental stewardship, and mobility, each encompassing a range of activities. This was followed in 2021 & 2023 with a strategic plan which detailed road resiliency (mobility), stormwater (environmental stewardship), and other capital project needs over the next decades. The Town Commission adopted a comprehensive plan revision in 2022, including a first ever capital improvement element, complete with goals, objectives, and policies.

These policy guidance documents have been studied and form the basis of the proposed Capital Improvement Plan (CIP). Most notably, the CIP updates cost and timing of the planned projects with the best current information. It also delineates the revenue sources required to fund the projects, thereby addressing financial responsibility.

Capital Improvement Projects. Capital projects are funded primarily with non-recurring revenues and are segregated into a separate fund to preserve the dedicated revenues being used such as the 0.40 dedicated millage and one-time revenues such as grants.

Capital Maintenance. The town's major investments in capital projects should be matched with an on-going recurring maintenance program funded with recurring revenues.

Additional grants are being sought for multiple projects. Some projects might not have any funding source currently identified. The Capital Improvement Plan was adopted by Resolution No. 971 on May 28, 2024. The below sheets, at this time, summarize the best cost estimate with available data for each project as well as current funding and proposed funding sources. As the Town has seen recently, these figures will fluctuate. This is presented as a 5-year plan, knowing that additional monies will need to be sought and secured to move forward with the unfunded capital projects.

Please see the adopted CIP on the next page.



PROJECT COSTS

CAPITAL PROJECTS

	FY25	FY26	FY27	FY28	FY29	5-YR TOTAL
South Sewall's Point Road Phase 1 Part 4	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
South Sewall's Point Road Phase 2	\$ 6,170,000	\$ 4,226,000	\$ 150,000	\$ -	\$ -	\$ 10,546,000
South Sewall's Point Road Phase 3	\$ 10,538,046	\$ 150,780	\$ 1,798,988	\$ -	\$ -	\$ 12,487,814
South Sewall's Point Road Phase 4	\$ -	\$ -	\$ 7,500,000	\$ 6,900,000	\$ -	\$ 14,400,000
North Sewall's Point Road	\$ 387,000	\$ 26,948,000	\$ -	\$ -	\$ -	\$ 27,335,000
Stormwater/Vulnerability Master Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Sewall's Point Septic to Sewer	\$ 5,062,000	\$ -	\$ -	\$ -	\$ -	\$ 5,062,000
Police Department Remodel	\$ 109,500	\$ -	\$ -	\$ -	\$ -	\$ 109,500
Police Patrol Cars	\$ 55,000	\$ 55,000	\$ 58,000	\$ 58,000	\$ 60,000	\$ 286,000
Computer Replacements	\$ 20,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 40,000
Town Hall Resiliency Project	\$ -	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 5,000,000
TOTAL	\$ 22,341,546	\$ 31,389,780	\$ 12,016,988	\$ 9,458,000	\$ 2,560,000	\$ 77,766,314

CAPITAL MAINTENANCE

Engineering	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Streetlights & Signs	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
Streets & Bridges/Seawalls	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Storm Water System Maintenance	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 625,000
Parks & Landscaping						
Streetscaping	\$ 25,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 165,000
Tree Maintenance	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Town Hall	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 120,000
TOTAL	\$ 380,000	\$ 395,000	\$ 395,000	\$ 395,000	\$ 395,000	\$ 1,960,000

COST GRAND TOTAL	\$ 22,721,546	\$ 31,784,780	\$ 12,411,988	\$ 9,853,000	\$ 2,955,000	\$ 79,726,314
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TOWN OF SEWALL'S POINT
UNFUNDED ITEMS/FUTURE ITEMS

Not every budget item that is examined gets funded and there are some items that the Town has been notified about that will need to be funded in future years.

The following items are noted as unfunded, but the Town Commission should be aware of these matters. The staff has instituted a replacement policy of forecasting large expenditures over future years. This involves primarily vehicle and computer replacements. The following are projections:

- **Vehicle replacement.** The Town will need to replace one police vehicle each fiscal year. Vehicle replacement cost is estimated at \$80,000 per vehicle to acquire and fully equip the vehicle for police work. The Town will be looking at a truck replacement for public works within the next three years.
- **IT Upgrade** – The Town of Sewall's Point will need to begin planning for computer replacements on a regular basis.
- **Capital maintenance.** The Town engineer has identified future capital maintenance costs for Streets, Bridges, & Seawalls which currently are not budgeted for, along with increased Stormwater System maintenance as infrastructure is added.
 - Recommend a thorough review of all existing infrastructure. This may then be used to construct a more formalized renewal and replacement program.

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
REVENUES					
AD VALOREM TAXES	2,323,659	2,615,267	2,818,445	2,895,191	3,150,233
COMMUNICATIONS SERVICES TAX	51,416	51,464	52,000	51,000	50,000
LOCAL BUSINESS TAX	893	2,445	3,000	1,200	1,500
ELECTRIC FRANCHISE FEES	211,038	235,091	200,000	194,649	200,000
PLANNING & ZONING FEES	15,116	6,975	5,000	4,000	5,000
STATE REVENUE SHARING	93,282	91,569	70,000	82,481	86,471
STATE REVENUE SHARING - ALCOHOL BEV	1,725			1,273	1,500
SALES TAX	298,003	295,172	250,000	286,363	293,139
LOCAL GRANT - PD	5,578	1,216			
MCU SSPR REIMBURSEMENT	50,226				
CIVIL FINES				100	
TRAFFIC FINES	14,989	12,956	12,000	10,000	10,000
POLICE EDUCATION - TRAFFIC FINES	750	1,506	1,200	1,000	1,200
CODE ENFORCEMENT VIOLATIONS	450	6,050	2,500	12,000	2,500
FINES-LOCAL ORDINANCE VIOLATIONS TREE MI	31,837		1,000	50,000	1,000
INTEREST	10,755	173,251	50,000	165,000	50,000
CONTRIBUTIONS - SAFETY EQUIPMENT GRANT	1,854				
CONTRIBUTIONS - TOWN EVENTS		2,500		2,500	
CONTRIBUTIONS - POLICE DEPARTMENT		50,000			
TOWN LICENSES	7,843	7,230	5,000	8,000	7,000
MISCELLANEOUS REVENUE	6,665	1,941	2,000	1,000	2,000
MISCELLANEOUS REVENUE POLICE	5	243			
MISC REVENUE - PARK	2,160	1,200	1,200	1,200	1,200
RESERVE UTILIZATION					190,928
SEACOAST BANK NOTE		2,000,000			
TOTAL REVENUES	3,128,244	5,556,076	3,473,345	3,766,957	4,053,671

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
REVENUES CONTINUED					
REVENUES MOVED TO OTHER FUNDS					
Moved to Building Fund					
BUILDING PERMIT FEES	778,725				
TECHNOLOGY FEE	40,849				
BUILDING DEPT ROAD IMPROVEMENT FEE	424,675				
Subtotal - Moved	1,244,249				
Moved to Capital Fund					
GAS TAX	111,843				
GAS TAX SECOND LOCAL OPTION	89,096				
AMERICAN RESCUE GRANT	557,450				
FEMA - HURRICANE DORIAN DR4468	18,470				
HMGP 4283-58R DRAINAGE	38,452				
HMGP 4283-84-A H0603	30,525				
INDIAN RIVER LAGOON #1	150,000				
INDIAN RIVER LAGOON #2	180,000				
FLORIDA DEO GRANT	50,000	32,712			
FDEP LPA 0217 - COMM S2S	76,618				
FDEP S0819	(1,502)				
Subtotal - Moved	1,300,952	32,712	0	0	0
TOTAL REVENUES - OTHER FUNDS	2,545,201	32,712	0	0	0
TOTAL REVENUES	5,673,445	5,588,788	3,473,345	3,766,957	4,053,671

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
APPROPRIATIONS					
RESERVES					
RESERVE ADDITION				494,241	
EXECUTIVE					
SALARIES & WAGES	91,991	80,952	81,250	95,964	79,320
FICA	7,022	5,770	6,250	6,250	6,068
RETIREMENT	1,903	12,121	12,200	13,310	11,898
HEALTH INSURANCE	87,725	20,545	21,910	21,500	18,897
LIFE & DISABILITY INSURANCE	7,207	594	600	607	600
PROFESSIONAL SERVICES	25,341	78,677	93,000	103,000	115,000
GRANT SERVICES	10,343	531		40,000	
PLANNING SERVICES	2,711	1,135	20,000	5,000	20,000
COMPREHENSIVE PLANNING SERVICES	98,850	16,532		5,000	
AUDIT SERVICES	21,100	26,250	30,000	21,500	30,000
COMMUNICATION NETWORK	24,398	5,563	2,520	2,500	3,000
POSTAGE	2,730				
UTILITIES	17,963				
INSURANCE - PROPERTY & LIABILITY	64,538				
PRINTING	13,199	18			
TOWN EVENTS	11,766	12,470	10,000	14,000	14,000
BANK FEES	4				
OTHER GENERAL GOVERNMENT	540	952	25,000		25,000
OFFICE SUPPLIES	647				
ARCHIVES AND STORAGE	8,168				
ORDINANCE CODIFICATION	3,211				
DUES/SUBSCRIPTIONS/MEMBERSHIPS	1,809	2,513	2,150	3,226	3,500
TRAINING/EDUCATION				1,000	1,000
TRANSFER TO BUILDNG FUND	436,652				
TRANSFER TO CAPITAL PROJECTS	1,272,392	2,314,660	344,764	344,764	385,349
TOTAL EXECUTIVE	2,212,210	2,579,283	649,644	677,621	713,632

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
APPROPRIATIONS CONTINUED					
FINANCE					
SALARIES & WAGES	30,420	55,426	61,152	65,183	65,707
FICA	2,319	4,046	4,700	4,880	5,027
RETIREMENT	2,798	8,314	9,200	9,563	9,856
HEALTH INSURANCE		12,082	13,500	301	13,500
LIFE & DISABILITY INSURANCE		570	650	571	650
PROFESSIONAL SERVICES	17,940	10,740	24,000	7,500	20,000
BANK FEES			480	0	480
DUES/SUBSCRIPTIONS/MEMBERSHIPS		127	240	240	240
TRAINING/EDUCATION		1,814	2,000	1,000	2,000
TOTAL FINANCE	53,477	93,119	115,922	89,238	117,460
LEGAL					
LEGAL COUNSEL - GENERAL	102,158	68,317	80,000	75,000	80,000
LEGAL COUNSEL - BZA	3,021	5,954	3,000	1,000	3,000
LEGAL COUNSEL - CEB	9,272	22,864	12,000	14,000	12,000
LEGAL COUNSEL - LITIGATION	7,658		10,000	7,500	10,000
LEGAL SERVICES - LABOR MATTERS	4,513	16,644	10,000	10,000	10,000
TOTAL LEGAL	126,622	113,779	115,000	107,500	115,000
DEBT SERVICE					
DEBT SERVICE - PRINCIPAL		32,013	65,654	65,654	68,772
DEBT SERVICE - INTEREST		43,377	85,126	85,118	82,008
TOTAL DEBT SERVICE		75,390	150,780	150,772	150,780

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
APPROPRIATIONS CONTINUED					
GOVERNMENTAL SERVICES					
SALARIES & WAGES	46,028	66,936	67,506	74,882	78,389
OVERTIME - STORM		1,224	1,200	1,200	1,200
SICK LEAVE INCENTIVE	529		1,000	0	1,000
FICA	1,911	4,935	5,200	5,433	6,000
RETIREMENT	1,846	8,917	10,130	11,159	12,000
HEALTH INSURANCE	884	26,181	25,600	27,691	29,500
LIFE & DISABILITY INSURANCE		524	600	591	600
WORKERS' COMPENSATION INSURANCE	15,346	18,358	18,000	24,000	24,000
PROFESSIONAL SERVICES	4,500				
ENGINEERING SERVICES	328,753				
CEI SERVICES	744				
TRAVEL	1,814				
COMMUNICATION NETWORK	425	3,151	7,740	7,740	7,740
COMMUNICATIONS WEB HOSTING	12,517	10,322	9,337	9,337	9,337
IT SERVICE LEVEL AGREEMENTS MC	37,404	25,865	28,580	28,580	28,580
POSTAGE	27	2,269	3,000	3,000	3,000
UTILITIES	27,640	59,645	60,000	60,000	60,000
INSURANCE - PROPERTY & LIABILITY		80,079	90,000	115,000	115,000
STREETLIGHT & SIGN MAINTENANCE	33,879	161			
STORMWATER-INLET-OUTFALL MAINTENANCE	30,110				
LANDSCAPING MAINTENANCE	86,716	49,338	48,000	48,000	48,000
VEHICLE MAINTENANCE	2,370	4,641	2,500	2,500	2,500
BUILDING & FACILITIES MAINTENANCE	18,766	25,943	24,100	25,000	25,000
PARKS MAINTENANCE	19,726	18,117	20,400	20,400	20,400
TREE MAINTENANCE	6,750	20,368	24,000	24,000	24,000
STREET MAINTENANCE	35,604	24,953	24,000	24,000	24,000
PRINTING		13,719	10,000	10,000	10,000
OTHER GENERAL GOVERNMENT		798			
OFFICE SUPPLIES	17,105	11,428	17,200	17,200	17,200
FUEL AND OIL	2,283	1,089	960	1,000	1,000

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
APPROPRIATIONS CONTINUED					
GOVERNMENTAL SERVICES CONTINUED					
ARCHIVES AND STORAGE		9,398	8,400	8,400	8,400
ORDINANCE CODIFICATION		2,706	3,000	3,000	3,000
SOFTWARE/LICENSING	3,105	9,860	9,815	9,815	9,815
OPERATING SUPPLIES	237	687	1,400	1,400	1,400
DUES/SUBSCRIPTIONS/MEMBERSHIPS	3,160	1,572	350	350	350
TRAINING/EDUCATION	680	3,293	5,000	5,000	5,000
STORMWATER IMPROVEMENTS	367,405				
VEHICLES	44,202				
TOWN HALL EQUIPMENT	7,508				50,000
TOTAL GOVERNMENTAL SERVICES	1,159,974	506,477	527,018	568,679	626,411
POLICE					
SALARIES & WAGES	602,469	652,003	740,000	651,000	863,695
OVERTIME	10,782	12,138	15,000	10,500	15,000
OVERTIME - COURT TIME	942	3,169	2,000	1,271	2,000
OVERTIME - STORM	2,916	3,106	6,000	6,000	6,000
OVERTIME - SSPR PHASE 3 TRAFFIC CONTROL			10,000		10,000
SPECIAL PAY - FTO/BOOTS	3,140	1,920	2,500	4,000	4,000
PD MILEAGE	8,680	10,455	12,000	20,283	28,800
PD STATUTORY INCENTIVE	6,050	5,350	10,000	5,600	10,000
SICK LEAVE INCENTIVE	4,252	3,833	5,000	6,160	6,300
FICA	46,864	49,600	59,000	49,802	66,100
RETIREMENT	12,028	95,655	117,200	100,000	130,000
HEALTH INSURANCE	46,106	153,079	195,000	90,000	168,000
LIFE & DISABILITY INSURANCE		4,662	4,500	5,000	6,000
PROFESSIONAL SERVICES	12,619	12,478	13,241	7,500	15,000
CONTRACTED SERVICES		14,761	54,223	50,000	50,000
COMMUNICATION NETWORK	1,948	2,598	8,440	5,600	9,232
POSTAGE		56		20	
INSURANCE - PROPERTY & LIABILITY		694	1,000	694	1,000
EQUIPMENT MAINTENANCE	6,275	8,283	4,991	1,500	5,000
VEHICLE MAINTENANCE	4,356	18,063	22,000	15,000	22,000
PRINTING	122	1,205	1,827	1,500	1,700
OFFICE SUPPLIES	1,377	3,648	1,000	7,500	1,000

**TOWN OF SEWALL'S POINT
GENERAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED BUDGET
APPROPRIATIONS CONTINUED					
POLICE CONTINUED					
FUEL AND OIL	24,158	26,784	32,000	28,000	30,000
OPERATING SUPPLIES		3,514	10,000	7,000	10,000
ENFORCEMENT SUPPLIES	12,641	8,541	12,643	10,000	12,500
DUES/SUBSCRIPTIONS/MEMBERSHIPS	715	2,054	2,260	10,000	10,000
TRAINING/EDUCATION	1,900	3,262	7,925	3,500	9,000
MACHINERY & EQUIPMENT				16,245	75,000
VEHICLES	8,637				
TOTAL POLICE	818,977	1,100,911	1,349,750	1,113,675	1,567,327
FIRE					
FIRE RESCUE CONTRACTED	532,784	548,767	565,231	565,231	763,061
TOTAL FIRE	532,784	548,767	565,231	565,231	763,061
APPROPRIATIONS MOVED TO OTHER FUNDS					
MOVED TO BUILDING FUND					
TOTAL MOVED TO BUILDING FUND	342,193	(9,055)			
MOVED TO CAPITAL FUND					
TOTAL STORMWATER MAINTENANCE	42,023				
TOTAL STREETS AND BRIDGES	180,557				
TOTAL GENERAL FUND APPROPRIATIONS	5,468,817	5,008,671	3,473,345	3,766,957	4,053,671

**TOWN OF SEWALL'S POINT
BUILDING FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 RECOMMENDED BUDGET
REVENUES					
BUILDING PERMIT FEES		\$ 472,860	\$ 430,000	\$ 388,000	\$ 430,000
TECHNOLOGY FEE		\$ 21,787	\$ 21,000	\$ 16,000	\$ 7,000
SITE PLAN REVIEWS				\$ 10,000	\$ 5,000
RESERVE UTILIZATION			\$ -	\$ 83,151	\$ 80,811
TRANSFER FROM GENERAL FUND	\$ 436,652				
TOTAL REVENUES	\$ 436,652	\$ 494,647	\$ 451,000	\$ 497,151	\$ 522,811
APPROPRIATIONS					
RESERVES					
RESERVE ADDITION			\$ 21,946	\$ -	\$ -
BUILDING					
SALARIES & WAGES		\$ 258,503	\$ 273,434	\$ 299,000	\$ 358,060
SICK LEAVE INCENTIVE			\$ 1,000	\$ 600	\$ 1,000
FICA		\$ 19,129	\$ 20,920	\$ 21,000	\$ 27,392
RETIREMENT		\$ 38,005	\$ 41,100	\$ 41,500	\$ 45,459
HEALTH INSURANCE		\$ 35,467	\$ 40,000	\$ 34,000	\$ 40,000
LIFE & DISABILITY INSURANCE		\$ 1,992	\$ 2,000	\$ 2,500	\$ 2,000
WORKERS' COMPENSATION INS			\$ -	\$ 4,000	\$ 5,000
BUILDING INSPECTOR SERVICES		\$ 7,473	\$ 7,000	\$ 3,500	\$ 3,000
ENGINEERING SERVICES			\$ -	\$ 10,000	\$ 5,000
CONTRACTED SERVICES		\$ 800	\$ -	\$ -	\$ -
COMMUNICATION NETWORK		\$ 108	\$ 1,400	\$ 700	\$ 1,400
TECHNOLOGY EXPENSE		\$ 2,147	\$ 6,000	\$ 1,500	\$ 6,000
POSTAGE		\$ 175			\$ 500
INSURANCE - PROP. & LIAB.		\$ 6,885	\$ 10,000	\$ 9,700	\$ 10,000
VEHICLE MAINTENANCE		\$ 3,791	\$ 1,000	\$ 250	\$ 2,000
OFFICE SUPPLIES		\$ 1,206	\$ 10,000	\$ 8,500	\$ 4,500
FUEL AND OIL		\$ 3,452	\$ 1,200	\$ 800	\$ 1,200
ARCHIVES AND STORAGE			\$ -	\$ 1,700	\$ -
SOFTWARE/LICENSING		\$ 300	\$ 7,500	\$ 6,300	\$ 7,500
DUES/SUBSCRIPTIONS/MEMBERSHIPS			\$ 3,000	\$ 1,000	\$ 1,300
TRAINING/EDUCATION			\$ 3,000	\$ 600	\$ 1,500
CAPITAL			\$ -	\$ 55,000	\$ -
TOTAL BUILDING FUND APPROPRIATIONS		\$ 379,433	\$ 451,000	\$ 497,151	\$ 522,811

**TOWN OF SEWALL'S POINT
CAPITAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 RECOMMENDED BUDGET
REVENUES					
GAS TAX		147,223	100,000	145,000	145,000
GAS TAX SECOND LOCAL OPTION		112,031	81,000	100,000	100,000
BUILDING DEPT ROAD IMPROVEMENT FEE		268,216	150,000	200,000	150,000
AMERICAN RESCUE GRANT		557,540			
TMDL GRANT NS029				3,045	0
HMGP 4283-84-A H0603		245,679		881,813	
HMPG GRANT		23,063	4,914,000		0
HMPG GRANT - 4468-002-R PHASE 2				70,000	15,682
HMPG GRANT - 4283-58 PHASE 3				131,250	3,787,046
FDEP 23FRP07 - SEPTIC TO SEWER			8,650,000	1,000,000	7,650,000
FDEP LPA 0217 - COMM S2S			185,000	185,000	0
FDEP 22FRP103 - PHASE 3				0	6,170,000
FDEP 23FRP06 - PHASE 2					2,900,000
FDEP PLN14				100,000	
LEGISLATIVE APPROPRIATIONS			1,000,000	0	1,000,000
MARTIN COUNTY ILA - WATER LINES			1,550,000	1,019,000	0
CONTRIBUTIONS - SEPTIC TO SEWER		157,935			
RESERVE UTILIZATION			625,595		2,229,969
TRANSFER FROM GENERAL FUND	1,272,392	2,314,660	344,764	344,764	385,349
TOTAL REVENUES	1,272,392	3,826,347	17,600,359	4,179,872	24,533,046

**TOWN OF SEWALL'S POINT
CAPITAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 RECOMMENDED BUDGET
APPROPRIATIONS					
RESERVES					
RESERVE ADDITIONS				1,558,740	
GOVERNMENTAL SERVICES					
ENGINEERING SERVICES		179,998	75,000	10,000	75,000
ENGINEERING SERVICES - GRANT RELATED		16,493		15,000	
LANDSCAPING MAINTENANCE		18,547	48,000	65,000	46,000
BUILDING & FACILITIES MAINTENANCE		130		0	
TOTAL GOVERNMENTAL SERVICES		215,168	123,000	90,000	121,000
STORMWATER					
PROFESSIONAL SERVICES				2,500	
LEGAL - BOND COUNSEL		18,600			
ENGINEERING SERVICES		224,826			150,000
ENGINEERING SERVICES - STORMWATER MASTER PLAN				50,000	
ENGINEERING SERVICES - VULNERABILITY				14,395	
ENGINEERING SERVICES - SEPTIC TO SEWER				75,000	100,000
ENGINEERING SERVICES - PHASE 2				70,000	
ENGINEERING SERVICES - PHASE 3				98,757	
ENGINEERING SERVICES - NSPR					387,000
ENGINEERING SERVICES - GRANT RELATED		17,880			
ENGINEERING SERVICES - GRANT RELATED		540			
ENGINEERING SERVICES - GRANT RELATED		509		2,500	
STORMWATER-INLET-OUTFALL MAINTENANCE		48,794	100,000	35,000	125,000
DUES/SUBSCRIPTIONS/MEMBERSHIPS				800	
CAPITAL - LAND		1,029,000			
BUILDING IMPROVEMENTS		1,141,805	102,359	0	20,000
STORMWATER IMPROVEMENTS		237,254	3,250,000		
STORMWATER IMPROVEMENTS - SEPTIC TO SEWER (1)				1,121,180	0
STORMWATER IMPROVEMENTS - SEPTIC TO SEWER (2)				0	1,400,000
STORMWATER IMPROVEMENTS - SEPTIC TO SEWER (3)					5,062,000
STORMWATER IMPROVEMENTS - MC WATERMAIN				1,019,000	0
STORMWATER IMPROVEMENTS - PHASE 2					6,170,000
STORMWATER IMPROVEMENTS - PHASE 3					10,538,046
STORMWATER IMPROVEMENTS - S.RIVER RD					300,000
TOTAL STORMWATER		2,719,208	3,452,359	2,489,132	24,252,046

**TOWN OF SEWALL'S POINT
CAPITAL FUND
PROPOSED BUDGET - FY 2025**

DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2023-24 AMENDED BUDGET	2023-24 PROJECTED	2024-25 RECOMMENDED BUDGET
APPROPRIATIONS CONTINUED					
STREETS & BRIDGES					
STREETLIGHT & SIGN MAINTENANCE		24,546	15,000	22,000	15,000
TREE MAINTENANCE		1,825	10,000	5,000	20,000
STREET MAINTENANCE		6,849	50,000	15,000	25,000
BRIDGE MAINTENANCE			50,000	0	100,000
ROAD & BRIDGE CAPITAL PROJECTS		6,120	13,900,000	0	0
TOTAL STREET & BRIDGES		39,340	14,025,000	42,000	160,000
TOTAL APPROPRIATIONS		2,973,716	17,600,359	4,179,872	24,533,046