

JUNE 13, 2023 TOWN COUNCIL WORK SESSION

Tuesday, June 13, 2023 at 7:00 PM Council Chambers – Bristol Municipal Complex and Via Zoom

AGENDA

This meeting can be accessed via Zoom. Virtual attendance for the public is encouraged however, the Bristol Municipal Complex is open for in-person participation.

JOIN ZOOM MEETING

https://us02web.zoom.us/j/2011667863?pwd=ZkJGK2ZMcTZGNHBCaW9adUgvdUtYZz09

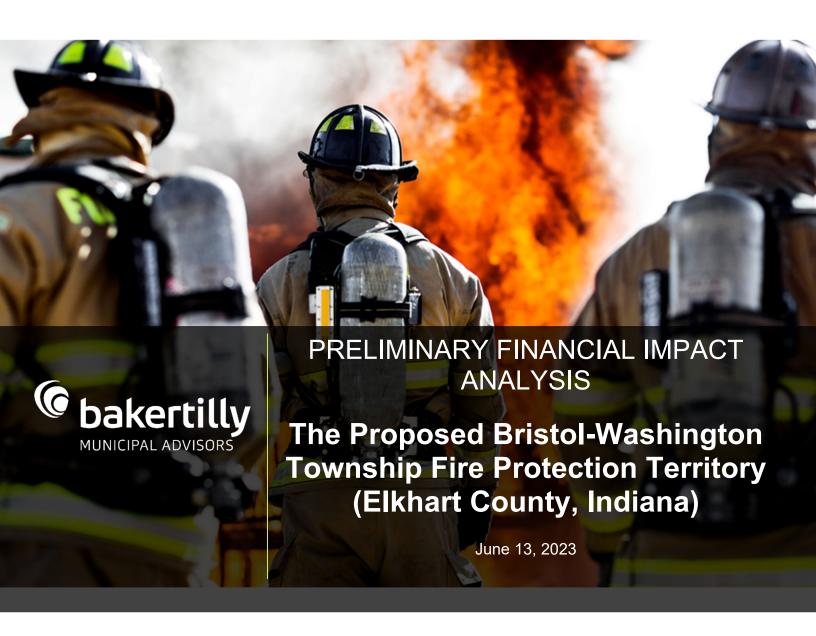
Dial in to 312-626-6799 / Meeting ID: 201 166 7863 /Passcode: 1czEDo Call in any time after 6:30 / meeting will begin at 7:00PM

- 1. CALL MEETING TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA

REPORTS

- 4. TOWN MANAGER
 - a. BT presentation on fire territory
 - **b.** Business route discussion Ken Jones Sr.
- 5. CLERK-TREASURER
- 6. TOWN ATTORNEY
- 7. QUESTIONS ABOUT UPCOMING COUNCIL MEETING AGENDA ITEMS
- 8. OTHER COMMENTS OR QUESTIONS
- 9. MOTION TO ADJOURN

DRAFT



FIRE TERRITORY FINANCIAL IMPACT ANALYSIS TABLE OF CONTENTS

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June 13, 2023

Members of the Town Council Town of Bristol 303 E Vistula St Bristol, IN 46507 Members of the Township Board Washington Township 405 E Elkhart St Bristol, IN 46507

CONSULTANTS' FINANCIAL MANAGEMENT REPORT

This report is directed toward providing information for your review and consideration relative to the proposed Bristol-Washington Township Fire Protection Territory. The report is designed to provide information that may be helpful to the Town of Bristol and Washington Township officials in their role as managers of the Town of Bristol and Washington Township of Elkhart County, Indiana.

In the preparation of these schedules, assumptions were made as noted regarding certain future events. As is the case with such assumptions regarding future events and transactions, some or all may not occur as expected, and the resulting differences could be material. We have no responsibility to prepare subsequent reports or update the schedules.



SCHEDULE OF ASSUMPTIONS

1.) The state-wide maximum property tax levy growth rate is assumed to be:

Year	Factor		
2024	1.040		
2025	1.040		
2026	1.049		
2027	1.048		

2.) Certified and estimated net assessed values:

	2024 Est.		2025 Est.		2026 Est.		2027 Est.	
		(1)						
Town of Bristol Washington Township	\$	241,522,326 395,971,267	\$	241,522,326 395,971,267	\$	241,522,326 395,971,267	\$	241,522,326 395,971,267
,				, ,		, ,		· · ·
Totals	\$	637,493,593	\$	637,493,593	\$	637,493,593	\$	637,493,593

- (1) 2024 Estimated is based upon 2023 Certified NAV.
- 3.) Estimated Circuit Breaker Credits as a percentage of property tax levy:

	2024 Est.	2025 Est.	2026 Est.	2027 Est.
	(2)			
Fire Territory	N/A	2.3%	2.3%	2.3%
Town of Bristol	2.3%	2.3%	2.3%	2.3%
Washington Township	0.3%	0.3%	0.3%	0.3%

4%

- (2) 2024 Estimated is based upon the 2023 Elkhart County Circuit Breaker Report.
- 4.) The Fire Territory budgets are assumed as follows:

	Operating*	<u>Capital</u>	<u>Totals</u>
Year 1 (2025)	\$ 3,969,710	\$ 222,915	\$ 4,192,625
Year 2 (2026)	4,124,529	222,915	4,347,444
Year 3 (2027)	4,285,386	222,915	4,508,301

* Operating budgets are assumed to grow by 4% each year. Capital budgets are based on the maximum rate for the Equipment Replacement Fund.

5.) Auto excise, CVET, and FIT as a percentage of levy:

Annual growth factor for operating budget:

	2024 Est.	2025 Est.	2026 Est.	2027 Est.
Fire Territory	N/A	5.0%	5.0%	5.0%
Town of Bristol	3.8%	3.8%	3.8%	3.8%
Washington Township	10.3%	10.3%	10.3%	10.3%
6.) Fire Territory cash reserve percenta		15.0%		

7.) Provider Unit - Town of Bristol

SCHEDULE OF BUDGETED RECEIPTS AND DISBURSEMENTS - 2023 FIRE SERVICES

<u>Index</u>			Washington
1	BUDGETED RECEIPTS:	Town of Bristol	Township
2	Property Tax Levy - General	\$ 269,082	\$ -
3	Property Tax Levy - Cumulative Fire	64,245	112,456
4	Property Tax Levy - Ambulance/Med Services - Fire	-	20,986
5	Property Tax Levy - Fire	-	366,669
6	Less Estimated Circuit Breaker Credits	(7,598)	(1,444)
7	Not Draw out / Toy	205 700	400.667
8 9	Net Property Tax LIT Certified Shares	325,729	498,667
9 10		109,284 105,347	150,000
11	LIT Public Safety Financial Institution Tax Distribution	2,207	- 455
12	Vehicle/Aircraft Excise Tax Distribution	9,146	49,828
13	Commercial Vehicle Excise Tax Distribution (CVET)	1,231	984
14	Commercial version Excises Tax Biotilization (CVET)	.,,201	
15	Total Budgeted Receipts	552,944	699,934
16			
17			
18	BUDGETED DISBURSEMENTS:		
19	<u>General</u>		
20	Fire Contract	406,166	<u>-</u>
21			
22	Subtotal General	406,166	<u>-</u>
23	Lacellacence Tou		
24 25	Local Income Tax Contractual Services Fire Dept	205,347	
26	Contractual Services - Fire Dept	205,347	- _
20 27	Subtotal Local Income Tax	205,347	_
28	Subtotal Eddal Modifier Fax		
29	Township Operating		
30	Contractual Payments - Fire	-	100,000
31	Contractual Payments - EMS		50,000
32			
33	Subtotal Township Operating	<u> </u>	150,000
34			
35	Ambulance/Med Services - Fire		40.000
36	Contractual Payments		40,000
37	Subtotal Ambulance/Med Services - Fire		40.000
38 39	Subtotal Ambulance/Med Services - Fire		40,000
40	<u>Fire</u>		
41	Contractual Payments	-	380,000
42			
43	Subtotal Fire	-	380,000
44			
45	Cumulative Fire		
46	Fire Dept - Partial Contract	100,000	-
47	Computer/Phone System	20,000	-
48	Fire Equipment	35,000	150,000
49 50	Subtatal Cumulativa Fire	155,000	150,000
50 51	Subtotal Cumulative Fire	155,000	150,000
52	Total Budgeted Disbursements	766,513	720,000
53	Total Badgetod Blobal comonic		120,000
54	Budgeted Surplus (Shortfall)	(213,569)	(20,066)
55	3 1 ()	(3,333)	(2,222)
56			
57	Property tax levy allocated to fire services	333,327	500,111
58	Divided by net assessed value (2023)	241,522,326	395,971,267 (1)
59			
60	Subtotal	0.001380	0.001263
61	Times \$100	100	100
62	Tan Bata Attributable to FL 0 1 (0000)	A 4000	A 1833
63	Tax Rate Attributable to Fire Services (2023)	\$ 0.1380	\$ 0.1263
64			
65	Nistana		
66	Notes:		

Notes:

(1) The NAV corresponding to the Emergency Ambulance/Med Services - Fire, Fire, and Cumulative Fire funds.

66

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ESTIMATED LEVY AND RATE ATTRIBUTABLE TO FIRE SERVICES (2023) TOWN OF BRISTOL

General Fund Budget for Fire Services (2023)	\$ 406,166
Divided by Total General Fund Budget	2,551,230
% Fire Budget to Total General Fund Budget	15.9%
Times 2023 Certified Levy for the General Fund	1,690,173
General Fund Tax Levy Applicable to Fire Services	269,082
Divided by Certified 2023 Net Assessed Value	241,522,326
Subtotal	0.001114
Times 100	 100
Estimated Property Tax Rate Attributable to Fire Services (2023)	\$ 0.1114

Proposed Fire Territory Operating and Capital Budget

OPERATING BUDGET	OPERATING BUDGET					
PERSONAL SERVICES	Amount					
Medical/Dental/Vision	\$100,000					
Payroll Taxes	176,760					
PERF	355,950					
Wages	2,098,000					
Volunteer	269,000					
TOTAL PERSONAL SERVICES	2,999,710					
SUPPLIES						
Clothing Allowance	24,000					
EMS Supplies	100,000					
Fire Supplies	100,000					
Fuel	50,000					
Office	25,000					
Operating	25,000					
Supplies	5,000					
TOTAL SUPPLIES	329,000					
OTHER SERVICES AND CHARGES						
Advertising	6,000					
Bank Fees	3,000					
Donations	3,000					
Dues	3,000					
Education	50,000					
Equipment Repairs & Maintenance	10,000					
Internet	5,000					
Liability Insurance	75,000					
Licenses and Fees	5,000					
Other Insurance	5,000					
Other Repairs	5,000					
Outside Services	25,000					
Postage	1,000					
Professional Services	110,000					
Taxes Taxes	10,000					
Radio Maintenance	25,000					
Repair and Maintenance - Building	75,000					
Repair and Maintenance - Vehicles	75,000					
Telephone	15,000					
Utility Services	75,000					
Worker's Compensation	60,000					
TOTAL OTHER SERVICES AND CHARGES	641,000					
TOTAL OPERATING BUDGET	\$3,969,710					

EQUIPMENT REPLACEMENT FUN	ND
CAPITAL OUTLAYS	
Command Vehicles (2)	\$150,000
Other Capital Outlays	72,915
TOTAL CAPITAL OUTLAYS	222,915
TOTAL EQUIPMENT REPLACEMENT FUND	\$222,915
GRAND TOTAL OPERATING AND CAPITAL	\$4,192,625

CALCULATION OF ESTIMATED FIRE TERRITORY LEVY AND TAX RATE

Index		2025		2026		2027	
	OPERATING FUND						
1	Funding Requirements:						
2	Estimated Budget	\$	3,969,710	\$	4,124,529	\$	4,285,386
3	Cash Reserve		595,457				
4							
5	Total Funding Requirements - Fire Operating		4,565,167		4,124,529		4,285,386
6							
7	Less Est. Miscellaneous Revenues						
8	Vehicle Excise Tax		(211,600)		(190,500)		(198,000)
9	Ambulance Billing		(125,000)		(125,000)		(125,000)
10		•					
11	Estimated property tax to be levied (Operating)	\$	4,228,567	\$	3,809,029	\$	3,962,386
12	EQUIDMENT BEDI ACEMENT FUND						
13 14	EQUIPMENT REPLACEMENT FUND						
15	Funding Requirements: Capital Outlays	\$	222,915	\$	222,915	\$	222,915
16	Capital Outlays	Ψ	222,913	Ψ	222,913	Ψ_	222,910
17	Less Est. Miscellaneous Revenues						
18	Vehicle Excise Tax		(10,615)		(10,615)		(10,615)
19			(10,010)		(10,010)		(10,010)
20	Estimated property tax to be levied (ERF)	\$	212,300	\$	212,300	\$	212,300
21							
22	Total Estimated Tax Rate for Fire Services						
23	Total Est. Levies for Fire Services	\$	4,440,867	\$	4,021,329	\$	4,174,686
24	Divided by Est. Net Assessed Value		637,493,593		637,493,593		637,493,593
25							
26	Subtotal		0.0069661		0.0063080		0.0065486
27	Multiplied by 100	-	100		100		100
28 29	Total Est. Property Tax Rate	¢	0.6966	\$	0.6308	\$	0.6549
30	Total Est. Froperty Tax Nate	<u>Ψ</u>	0.0300	<u>Ψ</u>	0.0000	<u>Ψ</u>	0.0043
31	Estimated Increase/(Decrease)				-9.4%		3.8%
32	Estimated mercass/(Essisass)			_	0.170	_	0.070
33							
34	Notes:						
35	Line 3 - Cash reserves are based on 15% of the estimat		•				
36	Line 8 - Includes FIT, Auto Excise and CVET estimated		•				
37	Line 18 - Includes FIT, Auto Excise and CVET estimated		•	ouloti	on rounded to th	0.00	areat \$100
38 39	Line 20 - Equipment Replacement Fund tax levy is base	a on	ine following call 2025	cuiau	2026	e ne	2027
40	Maximum statutory rate	9	·	9	0.0333	9	0.0333
41	times NAV per \$100	`	6,374,935.93		6,374,935.93		6,374,935.93
42	•		, , , , , ,		, , , , , , , , , , , , , , , , , , , ,		, , , , , , , , , , , , , , , , , , , ,
43	Total estimated tax levy -						
44	Equip. Replacement Fund		212,300		212,300		212,300

PROPOSED FIRE TERRITORY - RECEIPTS AND DISBURSEMENTS

	Fir	e Operating	(E	Capital quipment placement Fund)		Totals
Receipts:						
Property Tax (1)	\$	4,228,567	\$	212,300	\$	4,440,867
Circuit Breaker Tax Credits		(96,391)		(4,839)		(101,230)
Vehicle Excise		211,600		10,615		222,215
Ambulance Billing		125,000				125,000
Total Receipts		4,468,776		218,076		4,686,852
Disbursements:						
Personal Services		2,999,710		_		2,999,710
Supplies		329,000		_		329,000
Services and Charges		641,000		-		641,000
Capital Outlays		, -		222,915		222,915
Budget Adjustments due to Circuit				,		,
Breaker Credits				(4,839)		(4,839)
Total Disbursements		3,969,710		218,076		4,187,786
Total Biobal comonto		0,000,110		210,010		4,107,100
Net Cash Flow		499,066		_		499,066
Beginning Cash		-		-		-
Ending Cash	¢	499,066	¢		¢	499,066
Ending Cash		499,000	\$		\$	499,000
Operating Balance		12.6%		0.0%		11.9%

Notes:

(1) Property tax for Fire Operating based on the budget plus a 15% cash reserve less miscellaneous receipts other than property tax. Property tax for Cumulative Fire based on the maximum statutory rate of \$.0333.

SUMMARY OF ESTIMATED TERRITORY TAX RATE IMPACT

	Bristol (031)			Washington (030)		
District Tax Rate Impact - Fire Territory (2025):						
(1) Current District Tax Rate	\$	2.2702	\$	1.5368		
Estimated Increase/(Decrease) Due to Fire Territory:						
Minus 2023 fire property tax rates		(0.1380)		(0.1263)		
Plus Fire Territory property tax rate		0.6966		0.6966		
Net Impact Due to Fire Territory		0.5586		0.5703		
Estimated District Tax Rate - 2025	\$	2.8288	\$	2.1071		
Estimated Percentage Increase/(Decrease)		24.6%		37.1%		
	Bristol (031)		Washington (030)			
District Tax Rate Impact - Fire Territory (2026):						
Estimated District Tax Rate - 2025	\$	2.8288	\$	2.1071		
Minus reduction for cash reserve levy		(0.0934)		(0.0934)		
Plus levy to cover budget growth		0.0276		0.0276		
Estimated District Tax Rate - 2026	\$	2.7630	\$	2.0413		
Estimated Percentage Increase/(Decrease)		-2.3%		-3.1%		
	Bristol (031)		Washington (030)			
District Tax Rate Impact - Fire Territory (2027):		(66.1)		9 (c.c.)		
Estimated District Tax Rate - 2026	\$	2.7630	\$	2.0413		
Plus Annual Levy Growth		0.0241		0.0241		
Estimated District Tax Rate - 2027	\$	2.7871	\$	2.0654		
Estimated Percentage Increase/(Decrease)		0.9%		1.2%		

Notes:

(1) 2024 District rates are based on 2023 Actual.

ILLUSTRATIVE SUMMARY OF ESTIMATED TAX LIABILITY IMPACT Bristol (031) Taxing District

		Illustrative Annual Impact				
		\$144,200			1 Acre	\$100,000
	Property	\$100,000	Median Home	\$200,000	Agricultural	Commercial/
	Tax Rate	Home Value	Home Value	Home Value	Land	Industrial Value
		(1)	(1)(2)	(1)	(3)	(4)
Year 1 of Fire Territory (2025)						
Current District Tax Rate (5)	\$2.2702	\$672.49	\$1,244.11	\$1,965.75	\$38.52	\$2,155.43
Illustrative Tax Rate - Assumes Fire Territory is established (6)	2.8288	837.96	1,457.80	2,024.96	38.52	2,685.78
Difference	\$0.5586	\$165.47	\$213.68	\$59.21	\$0.00	\$530.35
% Change	24.6%	24.6%	17.2%	3.0%	0.0%	24.6%
Year 2 of Fire Territory (2026)						
Year 1 Tax Rate (6)	\$2.8288	\$837.96	\$1,457.80	\$2,024.96	\$38.52	\$2,685.78
Illustrative Tax Rate - Assumes Fire Territory is established (7)	2.7630	818.47	1,457.80	2,024.96	38.52	2,623.31
Difference	(\$0.0658)	(\$19.49)	\$0.00	\$0.00	\$0.00	(\$62.47)
% Change	-2.3%	-2.3%	0.0%	0.0%	0.0%	-2.3%
Year 3 of Fire Territory (2027)						
Year 2 Tax Rate (7)	\$2.7630	\$818.47	\$1,457.80	\$2,024.96	\$38.52	\$2,623.31
Illustrative Tax Rate - Assumes Fire Territory is established (8)	2.7871	825.61	1,457.80	2,024.96	38.52	2,646.19
Difference	\$0.0241	\$7.14	\$0.00	\$0.00	\$0.00	\$22.88
% Change	0.9%	0.9%	0.0%	0.0%	0.0%	0.9%

Notes:

- (1) Includes standard deduction at the lesser of \$48,000 or 60% of home value and the 40% supplemental homestead deduction. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 1% of gross assessed value for a homestead residential parcel, is applied.
- (2) Represents the Median Home Value for the Town of Bristol, per the 2021 American Community Survey 5-year estimates of the U.S. Census Bureau.
- (3) Assumes the 2023 pay 2024 assessment for one acre of agricultural land of \$1,900 as provided by the DLGF, and no deductions or exemptions. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 2% of gross assessed value for agricultural land, is applied.
- (4) Assumes no exemptions or deductions for commercial property. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 3% of gross assessed value for a commercial parcel, is applied.
- (5) Based upon 2023 certified, per the 2023 Elkhart County Budget Order.
- (6) Estimated 2025 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (7) Estimated 2026 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (8) Estimated 2027 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (9) Residential homestead property valued at \$221,500 and above are at the tax caps for 2023. All agricultural, non-homestead residential, and residential rental property values are at the 2% tax caps for 2023.

ILLUSTRATIVE SUMMARY OF ESTIMATED TAX LIABILITY IMPACT Washington (030) Taxing District

		Illustrative Annual Impact				
		\$158,900			1 Acre	\$100,000
	Property	\$100,000	Median Home	\$200,000	Agricultural	Commercial/
	Tax Rate	Home Value	Home Value	Home Value	Land	Industrial Value
		(1)	(1)(2)	(1)	(3)	(4)
Year 1 of Fire Territory (2025)						
Current District Tax Rate (5)	\$1.5368	\$455.24	\$970.89	\$1,330.71	\$27.72	\$1,459.11
Illustrative Tax Rate - Assumes Fire Territory is established (6)	2.1071	624.18	1,331.18	1,824.53	38.01	2,000.58
Difference	\$0.5703	\$168.94	\$360.29	\$493.82	\$10.29	\$541.47
% Change	37.1%	37.1%	37.1%	37.1%	37.1%	37.1%
Year 2 of Fire Territory (2026)						
Year 1 Tax Rate (6)	\$2.1071	\$624.18	\$1,331.18	\$1,824.53	\$38.01	\$2,000.58
Illustrative Tax Rate - Assumes Fire Territory is established (7)	2.0413	604.69	1,289.61	1,767.55	36.82	1,938.10
Difference	(\$0.0658)	(\$19.49)	(\$41.57)	(\$56.98)	(\$1.19)	(\$62.47)
% Change	-3.1%	-3.1%	-3.1%	-3.1%	-3.1%	-3.1%
Year 3 of Fire Territory (2027)						
Year 2 Tax Rate (7)	\$2.0413	\$604.69	\$1,289.61	\$1,767.55	\$36.82	\$1,938.10
Illustrative Tax Rate - Assumes Fire Territory is established (8)	2.0654	611.83	1,304.84	1,788.42	37.26	1,960.98
Difference	\$0.0241	\$7.14	\$15.23	\$20.87	\$0.43	\$22.88
% Change	1.2%	1.2%	1.2%	1.2%	1.2%	1.2%

Notes:

- (1) Includes standard deduction at the lesser of \$48,000 or 60% of home value and the 40% supplemental homestead deduction. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 1% of gross assessed value for a homestead residential parcel, is applied.
- (2) Represents the Median Home Value for Washington Township (excluding the Town of Bristol portion), per the 2021 American Community Survey 5-year estimates of the U.S. Census Bureau.
- (3) Assumes the 2023 pay 2024 assessment for one acre of agricultural land of \$1,900 as provided by the DLGF, and no deductions or exemptions. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 2% of gross assessed value for agricultural land, is applied.
- (4) Assumes no exemptions or deductions for commercial property. Assumes the Circuit Breaker Tax Credit, which limits property tax liability to 3% of gross assessed value for a commercial parcel, is applied.
- (5) Based upon 2023 certified, per the 2023 Elkhart County Budget Order.
- (6) Estimated 2025 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (7) Estimated 2026 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (8) Estimated 2027 district tax rate assuming establishment of the Bristol Fire Protection Territory. See page 8.
- (9) No property types or values are currently at the tax caps for 2023.