

SECOND AND FINAL FISCAL YEAR 2020-2021 BUDGET HEARING

VIRTUAL MEETING

MEETING MINUTES

Town of Penney Farms, Florida

Tuesday – September 29, 2020

Anyone wishing to address the Council regarding topics on the Agenda is requested to complete a request form. Present it to the Town Clerk prior to the meeting. The Town Clerk will allow a three minute limit unless other arrangements have been made. Request forms are available from the Town Clerk.

Abbreviations:

*CM - Council Member *TA - Town Attorney *TC - Town Clerk *TM - Town Manager *VM - Vice-Mayor

OPEN BUDGET HEARING: 6:05PM

FLAG SALUTE: Mayor Sabin

MOMENT OF SILENCE: Mayor Sabin

APPROVE THE AGENDA:

Motion to accept the Agenda by CM Andrews; second by VM Ryder. Motion approved without dissent.

ROLL CALL: Mayor Sabin; VM Ryder; CM Andrews; CM Taylor; CM DeVille; Town Manager Cooper; Town Attorney Quinonez. *All present for the record.*

ADDITIONAL AUDIENCE: Beverly Wightman; Susan Kimsey; Annette Brooks; Indy Brooks; Reggie Brooks; Cathie Parrott; Richard Powell.

Mayor Sabin welcomed all attendees and announced the proposed millage rate of 4.7500 as the millage rate for 2020. This rate is less than the rolled back rate of 4.9634. Thus, there is no proposed tax increase for the 2020 – 2021 fiscal year.

1. Overview of FY 2020-2021 Budget – Town Manager

-TM Cooper reviewed the following for all attending the hearing:

- Total revenue estimated for a 4.7500 Millage Rate

-TM Cooper stated the total revenue estimated to be collected for a 4.7500 millage rate will be \$72,558.00

- Capital Projects for Fiscal Year 2020/2021

-TM Cooper stated the capital projects chosen for fiscal year 2020/2021 total \$19,000.00 and include the following projects: 1) \$1,000.00 for benches along the long stretches of Caroline Blvd. and Morton Street for walkers to rest on. 2) \$3,000.00 for storm drain covers in the New Hope area. 3) \$5,000.00 for new sidewalk railings on Clark Avenue. 4) \$10,000.00 for sidewalk repairs in several areas of the town.

➤ Review the Revenues & Expenditures for FY 2020/2021

-TM Cooper reviewed the entire proposed budget for the Town of Penney Farms as follows:

| <u>General Fund Estimated Revenue And Funds Available:</u> | |
|--|----------------------------|
| State Revenue | \$ 252,665. |
| Ad Valorem Taxes | 72,558. |
| Franchise Fees | 91,000. |
| Services | 32,800. |
| Non Governmental Revenue | 2,900. |
| State Grants | 562,000. |
| Local Grant | 30,000. |
| Total Estimated Revenue | <u>1,043,923.</u> |
| Cash and Reserves | <u>705,556.</u> |
| TOTAL ESTIMATED REVENUE AND RESERVES – GENERAL FUND | <u>\$1,749,479.</u> |

| <u>General Fund Estimated Expenditures:</u> | |
|--|----------------------------|
| Ad Valorem Tax – Capital Projects | \$ 19,000. |
| Ad Valorem Tax - Future Projects | 21,558 |
| General Government/Finance & Administration | 273,306. |
| Public Works | 119,596. |
| Parks and Recreation | 18,463. |
| State Grants | 562,000. |
| Local Grant | 30,000. |
| Total Estimated Expenditures | <u>1,043,923.</u> |
| Cash and Reserves | <u>705,556.</u> |
| TOTAL EXTIMATED EXPENDITURES – GENERAL FUND | <u>\$1,749,479.</u> |

| <u>Utility Fund - Estimated Revenue And Funds Available:</u> | |
|--|--------------------------|
| Water | \$ 100,960 |
| Solid Waste | 23,450. |
| Other | 20,985. |
| Total Estimated Revenues | <u>145,395.</u> |
| Cash Deposits from Customers | 22,348. |
| Cash and Reserves | <u>251,792.</u> |
| TOTAL ESTIMATED REVENUES AND RESERVES – UTILITY FUND | <u>\$419,535.</u> |

| <u>Utility Fund – Estimated Expenditures</u> | |
|--|--------------------------|
| Personnel Services | \$62,314. |
| Operations | 83,081. |
| Total Estimated Expenditures | <u>145,395.</u> |
| Cash and Reserves | <u>274,140.</u> |
| TOTAL ESTIMATED EXPENDITURES – UTILITY FUND | <u>\$419,535.</u> |

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| | |
|--|-------------------|
| <u>Wastewater/Sewer Fund – Estimated Revenue and Funds Available</u> | |
| Wastewater/Sewer | \$184,900. |
| Other | 20,270. |
| Total Estimated Revenue | 205,170. |
| Cash and Reserves | 68,451. |
| TOTAL ESTIMATED REVENUES & RESERVES–WASTEWATER/SEWER FUND | \$273,621. |
| <u>Wastewater/Sewer Fund – Estimated Expenditures</u> | |
| Personnel Services | \$40,470. |
| Operations | 129,408. |
| Debt Service | 35,292. |
| Total Estimated Expenditures | 205,170. |
| Cash and Reserves | 68,451. |
| TOTAL ESTIMATED EXPENDITURES – WASTEWATER/SEWER FUND | \$273,621. |

2. **Comments and discussion on the proposed millage rate and budget by the Town Council.**

-Mayor Sabin stated as the Finance Committee Chairman there has been no change in the unanimous recommendation of the lower millage rate of 4.7500 to the Town Council, since the last hearing. He reiterated the committee took into consideration the difficulties the Town residents and the Penney Retirement Community (PRC) have had to deal with because of the coronavirus pandemic. He asked each Council Member for any further comments or questions:

- VM Ryder thanked the Finance committee for their hard work and had no further comments.
- CM Taylor agreed with VM Ryder and had no further comments.
- CM Andrews stated the committee showed due diligence of the committee and agrees with the recommendation.
- CM DeVille stated job well done by the committee, with no further comments.

3. **Public input on the proposed budget and millage rate.**

*It was noted that Teresa Scott, CEO of the Penney Retirement Community (PRC) put in a request to address the Town Council regarding Ad Valorem taxes, and she was given the opportunity to go first, but she never signed in to the virtual meeting.

-Mayor Sabin asked the Town Clerk to ask the attending audience of residents if they had any comments and/or questions regarding the millage rate.

-TC Cooper stated there were five additional people signed into the meeting:

-Lynn Wightman commented that the millage rate was fair and something he can support.

-Susan Kimsey had no further comments.

-Annette Brooks had no comments regarding the millage rate. She thanked the Town Manager for trimming the trees around the streetlight near her home and responding so quickly. She asked that mosquito control be called for more spraying.

-Indie Brooks could not be heard by audio.

-Reggie Brooks had no comments to add.

-Cathie Parrott had no further comments.

-Mayor Sabin thanked everyone for their participation and giving their feedback.

4. **Motion to adopt the final reading of Resolution 2020-12 setting the millage rate at 4.7500 mills for the 2020 – 2021 fiscal year by CM DeVille; second by VM Ryder. Motion approved without dissent.**

RESOLUTION 2020-12 (READ BY TITLE ONLY)

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA ADOPTING THE MILLAGE RATE OF 4.7500 MILLS; TO BE LEVIED FOR THE FISCAL YEAR OF 2020-2021.

**Roll Call Vote: Mayor Sabin-Aye; VM Ryder-Aye; CM DeVille-Aye; CM Andrews-Aye; CM Taylor-Aye
Unanimous decision.**

5. **Motion to adopt the Second and Final reading of Ordinance 2020-02 adopting the appropriations budgets for the 2020 - 2021 fiscal year as follows by CM Andrews; second by CM DeVille. Motion approved without dissent.**

| | <u>Appropriations</u> |
|-----------------------|-----------------------|
| General Fund | \$ 1,749,479 |
| Water Utility Fund | \$ 419,535 |
| Wastewater/Sewer Fund | <u>\$ 273,621</u> |
| TOTAL: | <u>\$ 2,442,635</u> |

• ORDINANCE 2020-02 (READ BY TITLE ONLY); SECOND AND FINAL READING

AN ORDINANCE PROVIDING FOR THE ADOPTION AND ENACTMENT OF A BUDGET OF THE ESTIMATED REVENUES AND EXPENDITURES, MAKING APPROPRIATIONS FOR THE FISCAL YEAR OF THE TOWN OF PENNEY FARMS BEGINNING OCTOBER 01, 2020 THROUGH SEPTEMBER 30, 2021.

**Roll Call Vote: Mayor Sabin-Aye; VM Ryder-Aye; CM DeVille-Aye; CM Andrews-Aye; CM Taylor-Aye
Unanimous decision.**

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There being no further questions or concerns, a motion for the 2nd & Final Fiscal Year 2020-2021 Budget Hearing by CM Andrews; second by VM Ryder. Motion approved without dissent.

SEAL

Mayor, Paul E. Sabin, Presiding

ATTEST:

Anita E. Cooper, Town Clerk

ALL INDICATIONS OF ATTACHMENTS TO THE MINUTES ARE ON RECORD IN THE OFFICIAL MINUTES BOOK, OR ON FILE AT THE TOWN HALL. TOWN COUNCIL MEMBERS RECEIVED COPIES OF THE ATTACHMENTS PRIOR TO OR AT THE TIME OF THE TOWN COUNCIL MEETING. A RECORDING WAS MADE OF THESE PROCEEDINGS AND IS ON FILE AT THE TOWN HALL.