

SECOND AND FINAL FISCAL YEAR 2023-2024 BUDGET HEARING

MINUTES

Town of Penney Farms, Florida

Wednesday, September 27, 2023

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 at the sign in podium or the Town Clerks desk.

Abbreviations:

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

OPEN BUDGET HEARING: 7:00PM

1. Mayor DeVille welcomed all attendees and announced the proposed millage rate of 4.4535 for 2023 is a 10.54% increase over the rolled back rate for 2023. The purpose for the proposed increase is to fund inflationary increases in the Town's operations.

-CM Andrews asked that the purpose be made clearer for residents. He stated the Town is going to use the same millage rate and not raise taxes, however, he understands the statement to say the increase is because the Town's operations have increased.

-CM Andrews asked the purpose to be restated as, "The proposed increase is due to property values increasing and will be used to fund the Town's operations."

-TC Cooper stated she will check with the auditor to make that possible for next year's proposals.

2. Overview of FY 2023-2024 Budget – Town Manager (Based on the same millage rate of 4.4535) Town Manager Cooper reviewed the total Fiscal Year 2023/2024 proposed Revenues and Expenditures for the General Fund; the Water Utility; and the Wastewater /Sewer Fund.

3. Comments and discussion on the proposed millage rate and budget by the Mayor and Town Council. There were no comments or questions.

4. Public input on the proposed budget and millage rate. There were no comments or questions.

5. Motion to adopt the Second & Final Reading of Resolution 2023-07 setting the millage rate at 4.4535 mills for the 2023-2024 fiscal year by CM Ryder; Second by VM Sabin.

- **RESOLUTION 2023-07 (READ BY TITLE ONLY);**

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA ADOPTING THE MILLAGE RATE OF 4.4535 MILLS; TO BE LEVIED FOR THE FISCAL YEAR OF 2023-2024.

Roll Call Vote: Mayor DeVille – Aye; VM Sabin – Aye; CM Ryder – Aye; CM Andrews – Aye; and CM Brooks – Aye

Unanimous approval.

6. **Motion to adopt the Second & Final Reading of Ordinance 2023-02 adopting the appropriations budgets for the 2023-2024 fiscal year as follows:**

	<u>Appropriations</u>
General Fund	\$3,372,667
Water Utility Fund	\$ 171,585
Wastewater/Sewer Fund	\$ 238,525
TOTAL:	<u>\$3,782,777</u>

By CM Andrews; Second by CM Ryder.

- **ORDINANCE 2023-02 (READ BY TITLE ONLY);**

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, 2023 THROUGH SEPTEMBER 30, 2024.

Roll Call Vote: Mayor DeVille- Aye; VM Sabin- Aye; CM Ryder -Aye; CM Andrews -Aye; and CM Brooks -Aye

Unanimous approval.

There were no further questions or concerns.

7. **CLOSE BUDGET HEARING: 7:20PM**



Thomas E. DeVille Mayor
Mayor, Thomas E. DeVille, Presiding

ATTEST:

Anita E. Cooper
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.

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, 2023 THROUGH SEPTEMBER 30, 2024.

WHEREAS, This is an ordinance providing for the usual operation of the Town of Penney Farms, Florida for the fiscal year beginning October 01, 2023 through September 30, 2024.

NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE TOWN COUNCIL OF THE TOWN OF PENNEY FARMS, FLORIDA AS FOLLOWS:

SECTION I: That the revenues and funds available are estimated and expected to be derived from the Town of Penney Farms, Florida during the fiscal year beginning October 01, 2023 through September 30, 2024 from all sources as follows:

GENERAL FUND: ESTIMATED REVENUE AND FUNDS AVAILABLE

State Revenues	\$ 286,500.
Franchise Fees	116,500.
Ad Valorem Taxes	105,155.
Services	96,400.
Non-Governmental Revenue	15,500.
Federal Grants	885,400.
State Grants	1,867,212.
Total Estimated Revenue	3,372,667.
Cash and Reserves	928,400.
Total Estimated Revenue and Reserves	\$4,301,067.

SECTION II: That the following budget of estimated expenditures for the fiscal year of the Town of Penney Farms, Florida beginning October 01, 2023 through September 30, 2024, is hereby agreed upon, adopted, ordained, and enacted, and that the amount of money needed for the operation of the Town of Penney Farms, Florida is as follows:

GENERAL FUND: EXPENDITURES/EXPENSES

General Government	337,823.
Public Works	202,303.
Parks and Recreation	18,328.
Federal Grants	885,400.
State Grants	1,915,504.
Total Estimated Expenditures	3,359,358.
Cash and Reserves	941,709.
Total Estimated Expenditures	\$4,301,067.

SECTION III: That the revenues and funds available are estimated and expected to be derived from the Town of Penney Farms Utilities Fund during the fiscal year beginning October 01, 2023 through September 30, 2024 from all sources as follows:

UTILITY FUND: ESTIMATED REVENUE AND FUNDS AVAILABLE

Water	\$ 113,960.
Solid Waste Revenue	23,950.
Other Utility Revenue	33,675.
Total Estimated Revenues	<u>171,585.</u>
Cash and Reserves	<u>358,000.</u>
Total Estimated Revenues and Reserves	<u>\$ 529,585.</u>

SECTION IV: That the following budget of estimated expenditures for the Fiscal Year of the Town of Penney Farms Utilities Fund beginning October 01, 2023 through September 30, 2024 is hereby agreed upon, adopted, ordained, and enacted, and the amounts of money needed for the operation of the Town of Penney Farms Utilities are as follows:

UTILITY FUND: EXPENDITURES/EXPENSES

Personnel Services	\$ 51,763.
Operations	119,822.
Total Estimated Expenditures	<u>171,585.</u>
Cash and Reserves	<u>358,000.</u>
Total Estimated Expenditures	<u>\$ 529,585.</u>

SECTION V: That the revenues and funds available are estimated and expected to be derived from the Town of Penney Farms Wastewater/Sewer Fund during the fiscal year beginning October 1, 2023 through September 30, 2024 from all sources are as follows:

WASTEWATER/SEWER FUND: ESTIMATED REVENUE AND FUNDS AVAILABLE

Wastewater/Sewer Revenue	\$207,800.
Other Wastewater/Sewer Revenue	30,725.
Total Estimated Revenue	<u>238,525.</u>
Cash and Reserves	<u>132,000.</u>
Total Estimated Revenues and Reserves	<u>\$ 370,525.</u>

SECTION VI: That the following budget of estimated expenditures for the Fiscal Year of the Town of Penney Farms Wastewater/Sewer Fund beginning October 1, 2023 through September 30, 2024 is hereby agreed upon, adopted, ordained and enacted, and the amounts of money needed for the operation of the Town of Penney Farms Wastewater/Sewer Fund are as follows:

WASTEWATER/SEWER FUND: EXPENDITURES/EXPENSES

Personnel Services	\$ 38,624.
Operations	164,609.
Debt Service	35,292.
Total Estimated Expenditures	<u>238,525.</u>
Cash and Reserves	<u>132,000.</u>
Total Estimated Expenditures	<u>\$ 370,525.</u>

SECTION VII: That this ordinance shall take effect immediately upon its enactment and passage in accordance with the provisions of Section 5 and Section 6, Article IV of the Town Charter of the Town of Penney Farms, Florida, Chapter 200 Florida Statutes, Chapter 218 Florida Statutes, and Section 166.041 Florida Statutes.

- Introduced and passed as on First Reading at Special Monthly Meeting by the Town Council of the Town of Penney Farms, Florida this 18th day of September, 2023.

[Motion to pass by CM Andrews Second by CM Ryder]

<u>ROLL CALL:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Mayor DeVille	<u>X</u>	<u> </u>	<u> </u>
Vice Mayor Sabin	<u> </u>	<u> </u>	<u>X</u>
Council Member Ryder	<u>X</u>	<u> </u>	<u> </u>
Council Member Andrews	<u>X</u>	<u> </u>	<u> </u>
Council Member Brooks	<u>X</u>	<u> </u>	<u> </u>

TOWN OF PENNEY FARMS, FLORIDA

ATTEST:

Anita E. Cooper
 Anita E. Cooper, Town Clerk

Thomas E. DeVille Mayor
 Thomas E. DeVille, Mayor Presiding

- Passed on Second and Final Reading at the normal Monthly Meeting by the Town Council of the Town of Penney Farms, Florida, this 27th Day of September, 2023.

[Motion to pass by Council Member *Andrews* ; Second by Council Member *Ryder*]

<u>ROLL CALL:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Mayor DeVille	<u>X</u>	_____	_____
Vice Mayor Sabin	<u>X</u>	_____	_____
Council Member Ryder	<u>X</u>	_____	_____
Council Member Andrews	<u>X</u>	_____	_____
Council Member Brooks	<u>X</u>	_____	_____



TOWN OF PENNEY FARMS, FLORIDA

ATTEST:

Anita E. Cooper
 Anita E. Cooper, Town Clerk

Thomas E. DeVille
 Thomas E. DeVille, Mayor Presiding

APPROVED ON BEHALF OF THE TOWN OF PENNEY FARMS, FLORIDA
 AS TO FORM AND LEGAL SUFFICIENCY ONLY

Richard Komando
 Richard Komando, Attorney for the Town of Penney Farms, Florida

CLAY TODAY

PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Fleming Island, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared Hugh Osteen, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Fleming Island in Clay County, Florida; that the attached copy of advertisement Being a Town of Penney Farms Notice of Proposed Tax Increase

In the matter of Hearing September 27, 2023

LEGAL: 85452

Was published in said newspaper in the issues:

9/21/2023

Affiant Further says that said "Clay Today" is a newspaper published at Fleming Island, in said Clay County, Florida, and that the said newspaper Has heretofore been continuously published in said Clay County, Florida, Weekly, and has been entered as Periodical material matter at the post Office in Orange Park, in said Clay County, Florida, for period of one year next proceeding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Hugh Osteen

Sworn to me and subscribed before me 09/21/2023

Christie Lou Wayne
NOTARY PUBLIC, STATE OF FLORIDA



3513 US HWY 17 Fleming Island FL 32003
Telephone (904) 264-3200
FAX (904) 264-3285
E-Mail: legal@claytodayonline.com
Christie Wayne christie@osteenmediagroup.com

September 21, 2023 - CLAY TODAY 31

in the high school's fall season. Mack, now at Penney Farms, is a member of the Florida State University's football team. He is a member of the Florida State University's football team. He is a member of the Florida State University's football team.



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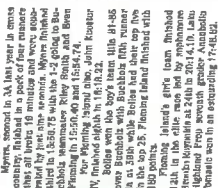
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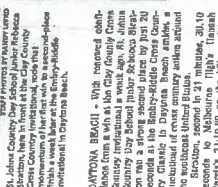
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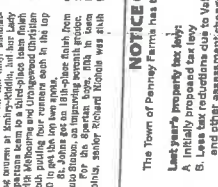
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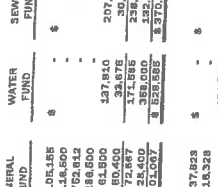
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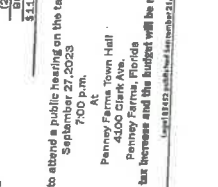
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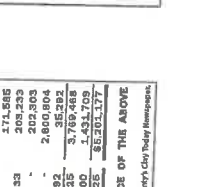
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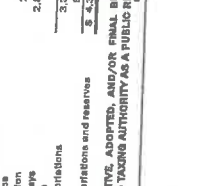
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CLAYTODAYONLINE.COM

Clay Ridgeway repaid at USF vs. Alabama



Former Clay High defensive back James Lee, Jr., who played for the University of South Florida, has repaid the \$100,000 loan he received from the University of South Florida. The loan was used to pay for his education at the University of South Florida. The loan was repaid in full by James Lee, Jr. in the first half of the semester.

30 CLAY TODAY - September 21, 2023

Clay, Oakleaf splash out some fast times



Clay High's swim team has been named the fastest in the state. The team has won several state titles in the past few years. The team is coached by Coach [Name]. The team is very proud of their accomplishments and looks forward to competing in the future.

TOWN OF PENNEY FARMS
BUDGET SUMMARY
October 1, 2022 through September 30, 2024

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF PENNEY FARMS ARE \$1.5 MILLION MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.

ESTIMATED REVENUES	GENERAL FUND	WATER FUND	SEWER FUND	TOTAL
As per Form 1041, 4.4536 mills	\$ 408,456	\$ -	\$ -	\$ 408,456
Franchise and utility taxes	158,000	-	-	158,000
State and local grants	2,622,612	-	-	2,622,612
State and county shared revenues	210,000	-	-	210,000
Charges for services	61,000	127,816	207,960	396,776
Interest and other	60,000	33,878	300,000	393,878
Investment revenues	3,372,887	17,566	238,658	3,729,111
Beginning cash	25,000	389,000	132,000	746,000
Total estimated revenues and balances	\$ 8,335,822	\$ 620,255	\$ 370,558	\$ 9,326,635
APPROPRIATIONS AND RESERVES				
General administrative services	\$ 337,623	\$ -	\$ -	\$ 337,623
Water/ Sewerage service	18,328	-	-	18,328
Sewer service	-	171,616	-	171,616
Transportation	204,303	-	203,233	407,536
Capital outlays	2,800,904	-	-	2,800,904
Total appropriations	3,880,358	171,616	203,233	4,255,207
Reserves	3,850,369	448,639	167,325	4,466,333
Total appropriations and reserves	\$ 7,730,727	\$ 620,255	\$ 370,558	\$ 8,721,540

THE TENTATIVE, ADJUSTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD.

Approved: _____
September 21, 2023
Clay County's City Manager



NOTICE OF PROPOSED TAX INCREASE

The Town of Penney Farms has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy: \$ 94,156
Proposed property tax levy: \$ 98,994
Increase: \$ 4,838

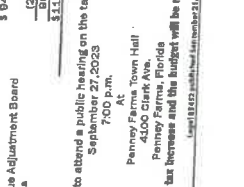
This year's proposed tax levy: \$ 98,994

All concerned citizens are invited to attend a public hearing on the tax increase to be held on: September 27, 2023, 7:00 p.m. Penney Farms Town Hall, 4100 Clark Ave., Penney Farms, Florida

A FINAL DECISION on the proposed tax increase and the Budget will be made at this hearing.



RECYCLING YOUR Idle vehicles



RECYCLING YOUR Idle vehicles

RESOLUTION 2023-07

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA ADOPTING THE MILLAGE RATE OF 4.4535 MILLS; TO BE LEVIED FOR THE FISCAL YEAR OF 2023-2024.

WHEREAS, the Appropriations and Reserves Budget for Fiscal Year 2023-2024 of \$3,782,777.00; and

WHEREAS, In order to adequately fund the Appropriations and Reserves Budget, it is necessary to adopt the millage rate of 4.4535 mills for the 2023-2024 budget year.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Penney Farms that the Town Council shall and does hereby adopt and set the millage rate of 4.4535 mills to be levied for property taxes for its capital improvements funds for the 2023-2024 fiscal year.

Roll Call Vote: Mayor DeVille Aye VM Sabin Aye CM Ryder Aye CM Andrews Aye CM Brooks Aye

- Adopted by The Town Council of The Town of Penney Farms, Florida in the 2nd & Final budget hearing meeting, on this 27th day of September 2023.



Thomas E. DeVille Mayor
Thomas E. DeVille, Mayor Presiding

ATTEST:

Anita E. Cooper
Anita E. Cooper, Town Clerk

