

FIRST FISCAL YEAR 2023-2024 BUDGET HEARING

MINUTES

Town of Penney Farms, Florida

Monday – September 18, 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.
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 First Reading of Resolution 2023-07 setting the millage rate at 4.4535 mills for the 2023-2024 fiscal year by CM Andrews; Second by CM Ryder.

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 – Absent; CM Ryder –Aye; CM Andrews –Aye; and CM Brooks - Aye

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

Table with 2 columns: Fund Name and Appropriations. Rows include General Fund (\$3,372,667), Water Utility Fund (\$ 171,585), Wastewater/Sewer Fund (\$ 238,525), and TOTAL: (\$3,782,777).

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– Absent; CM Ryder –Aye; CM Andrews –Aye; and CM Brooks –Aye

There were no further questions or concerns.

7. *Mayor DeVille announced the Second and Final budget hearing will be held on Wednesday, September 27, 2023 at 7:00 p.m.*

8. **CLOSE BUDGET HEARING: 7:18PM**



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 | <u>35,292.</u> |
| Total Estimated Expenditures | 238,525. |
| 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> | <u> </u> | <u> </u> |
| Vice Mayor Sabin | <u>X</u> | <u> </u> | <u> </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. Beville
 Thomas E. Beville, 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

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 Absent CM Ryder Aye CM Andrews Aye CM Brooks Aye

- Adopted by The Town Council of The Town of Penney Farms, Florida in the 1st budget hearing meeting, on this 18th day of September 2023.



Thomas E. DeVille

Thomas E. DeVille, Mayor Presiding

ATTEST:

Anita E. Cooper

Anita E. Cooper, Town Clerk

