

MEETING MINUTES
FY 2016/2017 2ND BUDGET WORKSHOP
FY 2016/2017 CRA 2ND BUDGET WORKSHOP
AUGUST 10, 2016 ♦ 5:30 PM

MAYOR HOOD CALLED TO ORDER THE BUDGET WORKSHOP

ROLL CALL:

MAYOR JEAN HOOD	(P)	COUNCILMAN CHUBB	(A)
COUNCILMAN DRIVER	(P)	COUNCILMAN KOCH	(A)
COUNCILMAN ANDREWS	(P)	COUNCILMAN MYERS	(P)

Also present were Town Manager Keith Williams, Town Attorney Jeff McInnis, Town Engineer Joe Rector and Town Deputy Clerk Linda Barringer.

Discussion Items:

Town Manager Williams reviewed the 2nd Draft of the FY 2016/2017 General Budget, and the CRA FY 2016/2017 General Budget.

Budget Changes from Draft 1 to Draft 2 are as follows:

Revised Revenue:

369.200 (Other Misc. Rev. - Traffic Signal) increased to \$3,131.00

Revised Expenses:

513.120 (Salary and Wages) \$102,395.00 increase to \$106,377.00
513.210 (Employee Fica/Medicare) \$8,000.00 increase to \$8,226.00
513.230 (Employee Life & Health) \$25,000.00 decrease to \$21,500.00
513.240 (Workman's Comp) \$2,200.00 increase to \$2,266.00
518.360 (Retirement Benefits- Employee) \$3,200.00 decrease to \$3,124.00
513.320 (Accounting & Auditing) \$13,500.00 increase to \$13,900.00
514.310 (Professional Services-Legal) \$9,000.00 increase to \$10,000.00
519.440 (Rentals and Leases) \$3,000.00 increase to \$4,600.00
541.461 (Traffic Signal Maint.) \$3,040.00 increase to \$3,131.00
579.630 (Tree/Beautification) \$1,000.00 increase to \$4,000.00
New: 541.463 (Street/Storm Water Repair) \$52,000.00

The following budget items did not change since the first budget workshop on 7/13/2016 but will be part of the 2016/2017 Budget voted on September 8, 2016 and September 15, 2016:

515.310 (Comprehensive Planning) increase to \$9,000.00
519.310 (Professional Services-Engineer) decrease to \$18,000.00
519.317 (Professional Services Planner) decrease to \$3,500.00
519.400 (Travel and Per Diem) decrease to \$6,000.00
519.430 (Utilities-Town Hall) decrease to \$5,500.00
519.460 (Repair & Maintenance) decrease to \$2,500.00
519.470 (Printing/Binding) decrease to \$2,500.00
519.480 (Legal Advertising) decrease to \$3,000.00
519.490 (Other Current Chg. & Obligation) decrease to \$100.00
519.491 (Election Expense) decrease to \$1,000.00
519.492 (Bank Service Fees) decrease to \$150.00
519.520 (Operating Supplies) decrease to \$1,500.00
519.540 (Books, Pub, Sub & Membership) decrease to \$2,500.00

519.640 (Machinery & Equipment) decrease to \$1,500.00
 525.340 (Generator Maint. Contract) decrease to 1,000.00
 525.490 (Other Chg & Obligations) decrease to \$71,575.00
 530.460 (Repair & Main. Physical Env.) increase to \$1,200.00
 534.430 (Garbage/Solid Waste) increase to \$35,650.00
 541.430 (Utility Services-Streets) decrease to \$14,500.00
 541.460 (Repair & Maintenance) increase to \$5,000.00
 574.490 (Special Events) decrease to \$3,000.00
 575.631 (Boating Improvement Grant) decrease to \$15,000.00
 580.990 (Contingency Fund) increase to \$37,701.00
 581.910 (CRA Tax Incr & Town Portion) increase to \$22,282.00

Total Budget: \$625,193.00 \$625,284.00

Mr. Rector gave each council member a copy of the latest Capital Improvements list. Some of the items on the list are in the works to be completed or have already been completed (refer to the list of projects on the Capital Improvements list provided by Engineer). Mr. Rector asked the council to please look over the list and prioritize it as they see needs/concerns that need to be addressed and or add to it the things that now may need to be addressed that are not on the list. The following are a few of the items that may be near completion or semi completion:

1. Repave Yacht Club from Eglin to Town Limits: ½ of this is being completed through the FEMA project.
2. Repave Parking Lot at Town Hall: possible completion through the FRDAP Grant awarded in 2015/2016
3. Repave Sea Way: some of which has been completed already.
4. Repave Kelly Ave. from Beal to Eglin Parkway: The funds have been allocated in current budget.
5. Misc. Stormwater issues, Outfall Pipe replacement in Francis Park, Glenwood Park Stream Restoration Project. These may all be addressed with the Storm Water Master Plan we are putting into place. This should be ready by the end of the month, which we could possibly aid us in completing these projects through various grants.


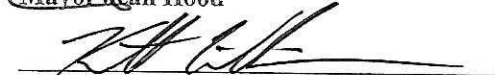
Town Manager Williams stated the CRA 2016/2017 worksheet had not changed since the first workshop except adding the extra \$10,000 principle loan payment.

DATES TO REMEMBER:

- Thursday, August 11, 2016, Regular Council Meeting at 6:00 p.m.
 Monday, September 5, 2016 Town Hall closed for Labor Day
 Thursday, September 8, 2016, 1st Public Hearing, FY16/17 General Budget & Millage Rate and the CRA Budget at 5:30 p.m.
 Regular Council Meeting at 6:00 p.m.
 Thursday, September 15, 2016, 2nd Public Hearing, FY 2016/2017 Budget & Millage Rate and CRA Budget at 5:30 p.m.

Adjourn: after no further business the workshop was adjourned at 6:11 p.m.

ATTEST:


 Mayor Jean Hood

 Keith Williams, Town Manager/Clerk

