

Summary Minutes of the:
ISLAMORADA, VILLAGE OF ISLANDS
VIRTUAL SPECIAL CALL VILLAGE COUNCIL MEETING
FIRST (TENTATIVE) PUBLIC BUDGET HEARING FY 2020-2021

87000 Overseas Hwy., Islamorada, FL
Thursday, September 10, 2020
5:30 PM

BUDGET HEARING TO OCCUR VIA COMMUNICATIONS MEDIA TECHNOLOGY (CMT)

Pursuant to Executive Order No. 20-69 and the Centers for Disease Control (CDC) social distancing guidelines established to contain the spread of the COVID-19 virus, the September 10, 2020 Special Call Village Council Meeting: First Public Budget Hearing was conducted utilizing Communication Media Technology (CMT) via a Zoom video conferencing application. Additional information regarding options for viewing the meeting and participation through public comment was provided on the last page of the agenda.

Village Attorney Roget Bryan provided the virtual meeting procedures.

CALL TO ORDER / ROLL CALL

Mayor Mike Forster called the virtual meeting to order at 5:30 p.m. Village Clerk Kelly Toth called the roll and the following Councilmembers, appearing virtually, responded on roll call: Mayor Mike Forster, Councilwoman Deb Gillis, Councilman Jim Mooney, and Councilman Chris Sante. Vice Mayor Ken Davis was absent. Also, appearing virtually were Acting Village Manager & Finance Director Maria Bassett, Village Attorney Roget Bryan, Village Clerk Kelly Toth and other relevant personnel.

PLEDGE OF ALLEGIANCE

Fire Chief Terry Abel led the Pledge of Allegiance.

Mayor Mike Forster stated Vice Mayor Ken Davis had suffered a medical emergency on September 6th and asked the public to keep him in their prayers.

PUBLIC COMMENT

Mayor Mike Forster opened general public comment; no public comment was offered.

RESOLUTIONS

Mayor Forster announced that the meeting was the first public hearing on the tentative millage and tentative budget for the Village's fiscal year 2020-2021 which would begin on October 1, 2020. Village Attorney Roget Bryan explained the procedures under Florida Statutes for adoption of the tentative millage and tentative budget. Mr. Bryan read the titles of the millage and budget resolutions so that discussion could occur simultaneously.

Acting Village Manager / Finance Director Maria Bassett stated the millage resolution would adopt a tentative millage for fiscal year 2020-2021; the TRIM notices reflected a proposed millage rate of 3.1 mills; and that during budget workshops the Council directed staff to lower the millage to the rolled-back rate which was 3.015 mills which meant there was no budget increase from the prior fiscal year. She reported the second resolution would adopt the tentative budget; and that minor

corrections and updates had occurred to figures staff had been waiting to receive, specifically the sales tax and revenue sharing projections from the State. She explained that she had originally estimated a 50% decline in sales tax revenue when preparing the budget and noted the projections from the State estimated a 25% decline. Ms. Bassett explained that there was additional revenue reflected in the General Fund, Transportation Fund and Capital Projects Fund based on the States estimates; that healthcare costs for Village employees was less than what was originally budgeted noting the final numbers had been updated; and that 25% of planning staff salaries were reflected in the Building Services Fund which was representative of the time staff spent on building permit related activities. Ms. Bassett reported the net result to the General Fund projected for the end of the next fiscal year reflected a use of Fund Balance in the amount of \$29,050; and noted that the Unassigned Fund Balance was projected at approximately \$6.3 million which was approximately 40% of budgeted expenditures.

Ms. Bassett reported that the Solid Waste Assessment resolution requested Council approval of an annual solid waste assessment of \$455.65 per residential dwelling unit for fiscal year 2020-2021. She explained that the main activity for capital projects for fiscal year 2020-2021 was associated with the funding received from FEMA through the Hazardous Mitigation Grant Program (HMGP). She stated there was a 25% match on the part of the Village and reminded the public that pursuant to the Village's purchasing ordinance, staff was required to bring expenditures of \$25,000 or more to Council for approval and that just because an item was budgeted it did not mean that staff had approval to move forward with the expenditure.

Mayor Forster opened public comment.

Sue Miller commented that the Village typically tried to have an Unassigned Fund Balance that was 25% of expenditures and asked what the rationale was for the 40% that was budgeted in the Unassigned Fund Balance. Ms. Bassett explained that the Council was most comfortable with going to the rolled-back millage rate with the understanding that funds would go into the Unassigned Fund Balance; that with the pandemic there were a lot of unknowns; and noted the possibility of a hurricane during the current hurricane season. Councilwoman Deb Gillis stated in the past few years the Council had sought to have an Unassigned Fund Balance in the 35% to 40% range and that the State's recommendation was 25%. Ms. Bassett stated the Village had spent a minimum of \$10 million dollars in response to Hurricane Irma. Councilman Mooney stated he wanted to leave the future Council in a good position to provide for hurricane related expenses if the need arose. Councilman Sante commented that during his earlier years on Council the percentage was 25, but he insisted that the Council raise the reserves to a minimum of 35%; and that the Village was in a good financial position when Hurricane Irma hit. Ms. Miller stated she was satisfied with the answer and expressed her agreement with the 40%.

Ms. Bassett stated individuals from Venetian Shores had requested the Village budget for engineering for a Venetian Shores stormwater project. Ms. Bassett stated funding was not reflected in the budget but that it could be considered in the future. Ms. Bassett stated the tentative millage rate that would be adopted by resolution was 3.015 mills which was equal to the rolled-back rate which meant there was no increase over the previous year. She stated the final budget hearing would occur on September 21, 2020 at 5:30 p.m. which was when the final millage would be established along with the final budget.

TAB 1: Resolution Adopting a Tentative Millage Rate for Fiscal Year 2020-2021

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING RESOLUTION NO. 20-07-59; ADOPTING A TENTATIVE MILLAGE RATE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; AND PROVIDING FOR AN EFFECTIVE DATE

At 5:52 p.m., Councilwoman Deb Gills made a motion to adopt the tentative millage. Councilman Chris Sante seconded the motion. Council voted and the motion passed 4-0.

TAB 2: Resolution Adopting the Tentative Budget for Fiscal Year 2020-2021

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, PROVIDING FOR ADOPTION OF THE TENTATIVE BUDGET OF THE VILLAGE FOR THE FISCAL YEAR 2020-2021, COMMENCING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021; AUTHORIZING EXPENDITURE OF FUNDS ESTABLISHED BY THE BUDGET; PROVIDING FOR BUDGETARY CONTROL; PROVIDING FOR PERSONNEL AUTHORIZATION; PROVIDING FOR GIFTS AND GRANTS; PROVIDING FOR AMENDMENTS; PROVIDING FOR ENCUMBRANCES; PROVIDING FOR ISSUANCE OF CHECKS; PROVIDING FOR POST AUDIT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

At 5:52 p.m., Councilman Jim Mooney made a motion to approve the budget. Councilwoman Deb Gillis seconded the motion. Council voted and the motion passed 4-0.

TAB 3: Resolution Adopting Solid Waste Non-Ad Valorem Assessment for Fiscal Year 2020-2021

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, RELATING TO THE COLLECTION AND DISPOSAL OF SOLID WASTE IN ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA; REIMPOSING SOLID WASTE SERVICE ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE

Village Attorney Roget Bryan read the title of the resolution. Ms. Bassett reported that the Solid Waste Assessment resolution requested Council approve an annual solid waste assessment of \$455.65 per residential dwelling unit which was the same amount as last year and that the item was advertised on August 14, 2020 for final adoption. Mayor Forster opened public comment; no comment was offered.

Councilwoman Deb Gillis made a motion to approve. Councilman Chris Sante seconded the motion. Council voted and the motion passed 4-0.

TAB 4: Resolution Adopting North Plantation Key Assessment Area Wastewater Non-Ad Valorem Assessment for Fiscal Year 2020-2021

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION AND TREATMENT FACILITIES WITHIN THE NORTH PLANTATION KEY ASSESSMENT AREA; REIMPOSING SPECIAL ASSESSMENTS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020; APPROVING THE ASSESSMENT ROLL; PROVIDING FOR COLLECTION OF THE ASSESSMENTS; AND PROVIDING FOR AN EFFECTIVE DATE

Village Attorney Roget Bryan read the title of the resolution. Ms. Bassett provided the staff report noting it was the sixteenth year of a 30-year assessment. Mayor Forster opened public comment; no comment was offered.

Councilwoman Deb Gillis made a motion to approve. Councilman Chris Sante seconded the motion. Council voted and the motion passed 4-0.

TAB 5: Resolution Adopting North Plantation Key Supplemental Assessment Area Wastewater Non-Ad Valorem Assessment for Fiscal Year 2020-2021

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION AND TREATMENT FACILITIES WITHIN THE NORTH PLANTATION KEY SUPPLEMENTAL ASSESSMENT AREA; REIMPOSING SPECIAL ASSESSMENTS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020; APPROVING THE ASSESSMENT ROLL; PROVIDING FOR COLLECTION OF THE ASSESSMENTS; AND PROVIDING FOR AN EFFECTIVE DATE

Village Attorney Roget Bryan read the title of the resolution. Ms. Bassett provided the staff report and recommended approval. Mayor Forster opened public comment; no comment was offered.

Councilwoman Deb Gillis made a motion to approve. Councilman Jim Mooney seconded the motion. Council voted and the motion passed 4-0.

MAYOR / COUNCIL COMMUNICATIONS

Councilman Chris Sante referenced an email he had received pertaining to lobbyist expenditures and stated the Village Attorney and Acting Village Manager/ Finance Director had provided clarification. He stated that most of the information being offered in public was inaccurate and that he was comfortable with the lobbyists.

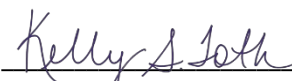
VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

No additional communications were offered.

ADJOURNMENT

Councilman Chris Sante made a motion to adjourn. Mayor Mike Forster seconded the motion. The meeting adjourned at 6:00 p.m.

Approved by the Village Council October 1, 2020.



Kelly S. Toth, CMC
Village Clerk