



APPROVED: 6/16/2022

MINUTES

City Commission Budget Workshop

5:30 PM - Thursday, June 2, 2022 - City Hall

The City Commission Workshop of the City of Eustis was called to order on Thursday, June 2, 2022, at 5:30 PM, in the City Hall, with the following members present:

PRESENT: Commissioner Karen LeHeup-Smith, Commissioner Nan Cobb, Commissioner Willie Hawkins and Mayor Michael Holland

CALL TO ORDER: 5:31 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

1 WORKSHOP ITEM WITH DISCUSSION, PUBLIC INPUT AND DIRECTION

1 Presentation of Preliminary Budget Information

Mayor Holland called the meeting to order.

Mike Shepherd, Finance Director, presented the 2022-2023 Preliminary Budget highlighting revenues and expenditures for two major funds - General Fund and Water/Sewer Fund. He reviewed the process which involved a look back at the previous 6 years and the relationship between each of the years from the end of the year through April. He averaged to project for all major revenue sources. He repeated this process two times during year with different percentages. Mr. Sheppard noted that, in August, the State is scheduled to give projections on major revenues shared with the City. According to property appraiser information, he commented that Eustis is ranked 14th in increases and 6th in valuation.

Tom Carrino, City Manager, commented regarding the ranking and noted that there are current approved construction projects not on the tax rolls at this time; there are factors affecting that ranking to be adjusted as projects come online.

Mr. Sheppard noted the effort to be conservative in revenue projections and anticipated numbers to increase as the process moves forward. Budget workshops are an opportunity to review expenditures; the Capital Improvement Plan (CIP) will be included in the review. Mr. Sheppard summarized the financials and highlighted some expenditures. Budget workshops will provide information on changes and updates to the budget.

Mr. Carrino commented on recent legislation for additional reporting and compliance.

Mr. Sheppard commented that expenditure details will follow. He performed an in-house self-study on water and sewer rates and noted that the 8% inflation rates were not anticipated; an outside study was suggested.

Mr. Carrino commented that due to provision in the agreement with Umatilla, there is a need to break out the increases in a certain way based on treatment and operation; a rate study may be needed to help.

Mr. Sheppard noted available positions in customer service and the movement of positions in departments. He indicated that a tentative budget first reading may be scheduled for September.

Mr. Carrino indicated a grant position was ranked, advertised and funded in the current year; the position is within the current salary range classification. He indicated that there is not much activity for the position.

Commissioner Cobb questioned Police Chief Capri regarding any budget need for an additional two code officers; Chief Capri indicated no need at this time.

The CIP will be included in budget workshops, and departments are available for discussion, and then a second reading for the ordinance will be scheduled.

Mayor Holland asked for any further questions.

2 ADJOURNMENT: 5:58 P.M.

These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.



CHRISTINE HALLORAN
City Clerk



MICHAEL L. HOLLAND
Mayor/Commissioner