

LAKE HAMILTON  
TOWN COUNCIL SPECIAL MEETING MINUTES  
TUESDAY, JULY 22, 2014  
5:00 pm

The Town Council of Lake Hamilton held a work session meeting on Tuesday, July 22, 2014 at Town Hall located at 100 Smith Avenue, Lake Hamilton, FL 33851.

**CALL TO ORDER/INVOCATION/PLEDGE/ROLL CALL:** Chair Harris called the special meeting to order at 5:00 and called on Roberson to provide the invocation and O'Neill to lead the pledge. Clerk Irvine took the roll call: Kehoe was absent.

**MOTION: O'Neill/Roberson to move the Review 2013-2014 Budget Amendment to the top of the agenda. All voted in favor.**

Review 2013-2014 Budget Amendment – CPA Brynjulfson was present to review the proposed budget amendment. He reported that he and Clerk Irvine met in June to review the budget and have drafted the amendment based on that review.

	<u>REVENUE</u>	<u>EXPENSES</u>
<b>ORIGINAL BUDGET</b>	2,157,344.00	(2,157,344.00)
<i>Increases</i>		
Unbudgeted Revenue	18,731.34	
Unbudgeted Law Enforcement Incentive pay		(5,460.00)
Unbudgeted Life insurance expenses		(2,064.39)
Unbudgeted sewer engineering expenses		(57,080.50)
Insurance deductible costs and legal costs		(16,478.00)
Haines City water testing costs		(9,822.70)
<i>Decreases</i>		
COLA was budgeted at 3% and actual was 2.5%		2,979.20
Remove building department insurance and retirement costs		8,950.68
Remove custodial costs		8,631.00
Remove police vehicle purchase		33,800.00
Increase in use of prior year surplus	17,813.37	
<b>AMENDED BUDGET</b>	<u>2,193,888.71</u>	<u>(2,193,888.71)</u>
<b>FAVORABLE BUDGET ADJUSTMENT</b>		73,092.22
<b>UNFAVORABLE BUDGET ADJUSTMENT</b>		(90,905.59)
<b>NET BUDGET ADJUSTMENT - UNFAVORABLE</b>		(17,813.37)

**MOTION: O'Neill/Roberson to adopt budget amendment #1 for 2013-2014 fiscal year. No further discussion. Motion carried 3-1 (Tomlinson).**

Continue Discussion on 2014-2015 Budget Process -

Clerk Irvine provided the Council with a draft revenue budget which gave an explanation of where the revenue was derived from. Clerk and CPA are recommending the town draft three budgets this year. A General Fund, Water Enterprise and Sanitation Enterprise. Council was in consensus that they would like to see those budgets.

27 Staff reported that they meet with Florida Rural Water and are proceeding with the water rate study. CPA  
28 reported that the grant requires the town to maintain certain levels of reserves from water rates and that is not  
29 being done with current rates. There was much discussion on water shut off and deposit policies. Clerk Irvine  
30 reported that staff is working on those items and deposits don't affect the revenue of the water department. Staff  
31 will follow up with the attorney regarding some legal measures to take for water issues.

32 Chair Harris stated he thought it would be a good idea to freeze wages if the town needs to increase water rates  
33 and taxes and perhaps apply an assessment.

34 Set Proposed Millage Rate- Clerk Irvine reported that we need to set a proposed millage rate prior to August 1<sup>st</sup>.  
35 Irvine presented some preliminary millage numbers and taxes. Projected ad valorem tax revenue based on  
36 projected rollback rate of 7.979 mills = \$475,103. Projected ad valorem tax revenue based on the 2013-2014  
37 millage rate of 8.4276 = \$501,814. Council was not in general favor of increasing the millage but because the  
38 proposed rate can be lowered they thought it would be appropriate to set it at 9 mills. Staff was directed to  
39 present a draft budget with the current millage tax at \$474,103, with a freeze on wages and a water rate increase.  
40 Council discussed a potential \$100 assessment.

41 **MOTION: O'Neill/Roberson to set a proposed millage rate at 9%. Roll Call vote: O'Neill – aye; Roberson – aye;**  
42 **Tomlinson – aye; Harris- aye. Motion carried.**

43 Clerk Irvine reviewed the tentative meeting calendar. Aug. 5<sup>th</sup> will be a work shop prior to the regular meeting at  
44 5:30; August 12<sup>th</sup>; August 19<sup>th</sup>; Council requested to hold the meetings on Tuesday's at 5:00 PM.

45 Adjourn: MOTION: Roberson/Tomlinson to adjourn at 7:40 PM. All voted in favor.

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ATTEST:

  
Sara K. Irvine, Clerk

  
Chair Person, Ralph N. Harris