

TOWN OF OCEAN BREEZE  
MINUTES TOWN COUNCIL BUDGET WORKSHOP  
AND SETTING OF TENTATIVE MILLAGE RATE  
Monday, July 22, 2020, 5:01 p.m.  
Ocean Breeze Resort Clubhouse, Pineapple Bay Room  
700 NE Seabreeze Way, Ocean Breeze, FL

- 1. Call to Order** – President De Angeles called the meeting to order at 5:01 p.m.
  - Pledge of Allegiance – Mayor Ostrand led the Pledge of Allegiance
  - Roll Call – Mayor Karen M. Ostrand, President Kenneth De Angeles, Vice-President Richard Gerold, Council Members Bill Arnold, Kevin Docherty and David Wagner (by phone) Absent: Council Member Locatis
  - Staff Present – Town Management Consultant, Terry O’Neil; Town Attorney, Rick Crary; Town Clerk, Pam Orr; Bookkeeper/Clerical Assistant, Kim Stanton; Town Financial Advisor, Holly Vath

**2. Budget Workshop – Budget & Tentative Ad Valorem Millage Rate for Fiscal Year 2020/2021 – Holly Vath, Town Financial Advisor** – Ms. Vath provided the Council with budget documents and worksheets to be used to develop the preliminary ad valorem rate. She reviewed the Summary of Budget Changes from FY2020 to FY 2021 and explained the reasons for the proposed changes.

She took questions from the Council. Discussion ensued regarding the monthly cell phone stipend for Council members, the decline in revenue sharing from the State of Florida due to the corona virus, the revenue estimating conference reports forthcoming, Council expenses for conference and travel, the proposed overall budget and the Communications/Website line item.

Council Member Docherty, seconded by Council Member Wagner, made a Motion to expense the Council Members cell phones and/or laptops into the budget at the rate of \$85.00 per month.

President De Angeles asked for public comments regarding a cell phone stipend for Council members and the Mayor.

Deirdre Henry stated that she was in favor of the stipend.

Roll Call Vote: Yes: De Angeles, Docherty, Wagner; No: Gerold, Arnold; Absent: Locatis; No: None; Motion Passed - 3 - 2

President De Angeles asked if Attorney Crary could prepare a waiver for the Council Members who did not want to receive the cell phone stipend.

Mr. O'Neil answered that he would share this information with Attorney Crary to find out if this would be required. He stated that staff, at the beginning of each year, would learn whether a Council Member would be submitting for reimbursement. He added that he would check with the Town Attorney to see if there was a form that was required.

Ms. Stanton stated that historically, the Town's Financial Advisor suggested that the Town Clerk document certain Council Members that did not wish to be reimbursed for various out-of-pocket expenses.

Discussion ensued regarding the millage rate, Council expenses for conferences and travel line item, fund balance reserves, the Covid-19 virus, Special Projects line item, outsourcing digitizing versus in-house digitizing.

President De Angeles asked staff what the cost of digitizing the records would have been if that project had been outsourced.

Mr. O'Neil answered that staff would develop those figures and bring it back before the Council at the next budget hearing.

Discussion ensued regarding the general fund balance analysis and the impacts on the general fund reserve balance with the proposed millage rates options, the current state of emergency due to the Covid-19 virus, proposed decrease in the millage rate, historical millage rates, expenditures and revenue, staff recommendations regarding millage rate options and historical fund balance data.

President De Angeles asked for public comments.

There were none.

Council Member Wagner, seconded by Council Member Docherty, made a Motion to adopt Option #1 with a millage rate of 3.6800.

**3. Resolution #305-2020 - A RESOLUTION OF THE TOWN OF OCEAN BREEZE, FLORIDA, DETERMINING A TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2020/2021 AND PROVIDING NOTICE THEREOF TO THE APPROPRIATE AUTHORITIES.**

Town Clerk, Pam Orr read the resolution into the record adopting the tentative millage rate for the 2020/2021 fiscal year of the Town of Ocean Breeze, Florida of 3.6800.

Council Member Wagner, seconded by Council Member Docherty, made a Motion to adopt Resolution #305-2020.

Roll Call Vote: Yes: De Angeles, Gerold, Arnold, Docherty, Wagner; Absent: Locatis; No: None; Motion Passed - 5 - 0

**4. Comments from the public on topics not on the Agenda** – President De Angeles asked for comments from the public on topics not on the Agenda.

There were none.

**5. Comments from the Council on topics not on the Agenda** – President De Angeles asked for comments from the Council on topics not on the Agenda.

There were none.

**6. Comments from Town Management Consultant - Terry O’Neil** – There were none.

**7. Comments from Mayor Ostrand** – There were none.

**8. Announcements** – Council Member De Angeles announced the following meetings to be held at Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze, Florida:

- Regular Town Council Meeting – Monday, August 10, 2020 at 10:30 am
- Regular Town Council Meeting – Monday, September 14, 2020 at 10:30 am
- Proposed Budget and Tentative Millage Hearing, Wednesday, September 16, 2020 at 5:01 pm
- Final Budget and Millage Rate Hearing, Wednesday, September 23, 2020 at 5:01 pm

**9. Adjourn** – Council Member Arnold, seconded by Council Member Docherty, made a motion to adjourn the meeting at 6:13 p.m.

All in Favor: Yes: De Angeles, Gerold, Arnold, Docherty, Wagner; Absent: Locatis; No: None; Motion Passed - 5 - 0

Respectfully Submitted,

PAM ORR  
Town Clerk

Minutes approved: September 14, 2020