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# Minutes

**Town Commission**  
**Budget Workshop – FY 2015-16**  
**Tuesday • August 11, 2015 • 6:30 pm**

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1. Call to Order: 6:30 pm
2. Invocation & Pledge of Allegiance to Flag
3. Roll Call:  
Commissioners Attending:
  - Joseph Aufmuth Absent with notice
  - Michael Berkowitz, Mayor Pro-Tem Present
  - Virginia Mance, Mayor Present
  - Mike Roberts Present
  - Richard Shutterly Present
  
  - Debbie Gonano, Town Administrator Present
  - Patty Polk, Deputy Town Clerk Present
4. Consent Agenda Approval:
  - A. Agenda Approval  
***Motion made and seconded (Berkowitz/Shutterly) to accept the consent agenda as submitted; passed 4-0 (Attorney Lee advised that motions must be made at meetings instead of workshops.)***
5. Fiscal Year 2015/2016 Budget Discussion Including:
  - A. Millage Rates and Ad Valorem Taxes
    1. Millage Rate
      - a. Roll Back Rate 5.9283 Mills
      - b. Preliminary Voted Rate 6.0000 Mills
    2. Public Hearing Dates
      - a. Tentative Budget Public Hearing Date Monday, September 14, 2015 at 6:00 pm
      - b. Final Budget Public Hearing Date Monday, September 28, 2015 at 6:00 pm  
No Commissioner comment. No public comment. Town Administrator stated that we have projected excess of approximately \$100,000 and recommends accepting the roll back rate of 5.9283 mills.
  - B. Estimated Income – No comments from Commission or public.
  - C. Estimated Expenses – Town Administrator presented that we have purchased the copy machine that we were leasing so that cost has gone down significantly as well as office supplies. We have a line item to donate to the Micanopy tutoring program as usual. A line item for the Micanopy Area Cooperative School (MACS) had been included per a previous request from Commission Aufmuth. Commissioner Berkowitz would like to add a line item for the Micanopy Middle School (MMSI) even though they haven't asked for help. Commissioner Shutterly would like to see more participation from the middle school, but he doesn't mind making a line item for a MMSI special event. Mrs. Gonano will add this line item to the budget. Town Administrator Gonano detailed proposed raises of 5% for the Town Administrator, 3.6% for Patty Polk, 6.7% for Raul Gonzalez, and 6.25% for David Holton. Commissioner Shutterly would've liked to have seen a larger percent of the increase given to the public works employees, as he felt that they are underpaid. Commissioner Roberts agreed that the public works employees work hard and deserve a good raise, and he recommended a 2% increase for the Town Administrator. Mrs. Gonano reminded the Commission that the hourly employees do receive overtime pay for extra work. Mayor

Pro-Tem Berkowitz is good with the percentages proposed. Mayor Mance stated that Mrs. Gonano has saved the town money by doing tasks in house that have previously been done by outsiders. Additionally, office staff has decreased to two full-time positions. The Mayor suggested the option of giving her a bonus instead of a raise, but she is not recommending that. No changes to this part of the budget.

- D. Fire Department Finances – Chief Modican will discuss his desire to provide Advanced Life Support (ALS), in budget year 2016-2017, to Micanopy and the surrounding area at the following meeting. Discussion ensued. Town Administrator presented Chief Modican’s budget, some line items have increased, payroll has gone up with minimum wage, uniforms and protective equipment have increased, and the line items for insurance and workers compensation have been allocated to the fire department which previously had been allocated to the town’s general liability. That is the bulk of the increase shown.
- E. Capital Improvement Projects – We have roughly \$100,000 to spend on capital improvements. \$30,000 had been allocated to Town Hall renovations last year, but additional financing is needed to fully renovate the structure.

*Motion made and seconded (Shutterly/Berkowitz) to appropriate \$60,000 for Town Hall renovations with the emphasis on HVAC improvements for both the first and second floors, and \$30,000 toward the Fire Station renovations, specifically design and implementation of dormitory improvements; passed 4-0 (Attorney Lee advised that motions must be made at meetings instead of workshops)*

- F. Other Budget Related Items – Discussion ensued.  
*Motion made and seconded (Shutterly/Berkowitz) to adopt the roll back rate of 5.9283; passed 4-0 (Attorney Lee advised that motions must be made at meetings instead of workshops)*

*Attorney Lee stated that any official action should be done at an official meeting instead of a workshop. The motions were repeated at the following regular August 11<sup>th</sup> meeting.*

6. Adjourn: 7:31 pm

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**MINUTES APPROVED:**

As submitted \_\_\_\_\_ as amended \_\_\_\_\_ at Town Commission Meeting \_\_\_\_\_

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Virginia Mance, Mayor

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Patty S. Polk, Recorder