

**CITY OF FORT MEADE, FLORIDA  
COMMISSION BUDGET PLANNING WORKSHOP  
AUGUST 4, 2016**

A Budget Planning Workshop of the Fort Meade City Commission was held at 6:00 PM Thursday, August 16, 2016 at the City Hall Commission Chambers, 8 West Broadway, Fort Meade, Florida.

**1. CALL TO ORDER:**

The Meeting was called to order at 6:05 PM by Mayor Watts.

**2. ROLL CALL:**

Mayor	James Watts	Present
Vice Mayor	Barbara Manley	Present
Commissioner	Richard Cochrane	Present
Commissioner	Robert Elliott	Absent
Commissioner	Maurice Nelson	Present

**Staff Present**

City Manager	Fred Hilliard	Present
City Attorney	Thomas Cloud	Absent
Deputy City Clerk	Melissa Newman	Present
Public Works Director	Jackie Cannon	Present
Water and Wastewater	Robbie Ward	Present
Streets/Stormwater	Mike Bolin	Present
Parks Supervisor	Roc Eiland	Present
Library Director	Jacqueline Rose	Present
Code Enforcement	Mary Jo Russell	Present
Finance Accountant	Breanna Smith	Present
Customer Service Super	Kara Lucas	Present

**3. DISCUSS PROPOSED FY 2016-2017 BUDGET**

City Manager Fred Hilliard stated that after looking into increasing the electric rates a rate study would need to be done.

Intern Finance Director Rick Helms stated that he provided the certified property appraiser forms relative to the certification of the millage rate and the tax increment forms for the CRA. There is no growth in the CRA therefore there will be no new revenue.

Mr. Helms stated that the changes requested by the Commission have been implemented into the budget as presented. With some of the changes there is a

slight increase of revenues over expenses in the General Fund and Mr. Helms recommends programming that into a reserve to cover unexpected expenses during the fiscal year. The Electric, Water and Sewer funds come in with excess expenses over revenues. All enterprise funds together show a variance of expenses over revenue and staff will continue to work on these.

The equipment (track hoe and clam truck) that was in the last report have been updated to a lease over 5 years in instead of the purchase price that was presented.

Mayor Watts asked staff if all their major needs were addressed in the budget and staff agreed they were.

The budget is still a bit over \$200,000 short and staff will continue working to close the gap. The proposed extension of the water line to the north in the water department is at \$500,000 and will need to be adjusted.

Finance Accountant Breanna Smith stated that the current phone system for the City was outdated and no longer supported and would like to see that added to the budget. Mr. Hilliard stated he would look into it.

Commissioner Cochrane stated he would like to look into revising the pole attachment agreements

The next budget meeting will be on August 16, 2016 at 6:00 p.m.

4. **COMMENTS**

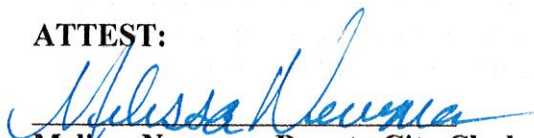
None.

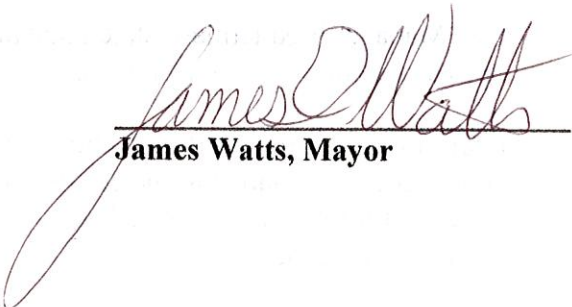
5. **ADJOURNMENT**

Motion Commissioner Cochrane, second Commissioner Nelson to adjourn the Budget Planning Meeting of the Fort Meade City Commission on Thursday, August 4, 2016 at 6:48 P.M.

**Motion carried with all yeas.**

ATTEST:

  
Melissa Newman, Deputy City Clerk

  
James Watts, Mayor