

**TOWN COMMISSION WORK SESSION
TUESDAY, MAY 25, 2021
OAKLAND MEETING HALL
6:00 P.M.**

CALL TO ORDER

Vice Mayor Satterfield called the work session to order at 6:05 p.m.

ROLL CALL

COMMISSIONERS PRESENT: Commissioner McMullen (via Zoom)
 Commissioner Pollard
 Commissioner Ramos
 Vice Mayor Satterfield
 Mayor Stark (via Zoom)

COMMISSIONERS ABSENT: None

Note: The Commission approved Mayor Stark and Commissioner McMullen to attend virtually via Zoom due to extenuating circumstances.

NEW BUSINESS:

2021-2022 FY Budget Work Session

Town Manager Koontz provided a presentation on the recommended budget. Please see attached PowerPoint for additional information.

A summary of the work session discussion was as follows:

- The preliminary budget schedule as of right now is:
 - June 1, 2021 – Estimate of 2021 Taxable Value
 - June 22, 2021 – Approval of Tentative OACS Budget
 - July 1, 2021 – Preliminary Tax Roll from OCPA
 - July 27, 2021 – Tentative Millage Rate Approval and Public Hearing Dates
 - September 13, 2021 – First Budget Public Hearing (Monday)
 - September 28, 2021 – Second Budget Public Hearing
 - Vice Mayor Satterfield said that he may be out for the July 27, 2021, meeting.
 - Town Manager Koontz asked that if any of the commissioners was going to be out to make sure they coordinate with Town Clerk Hui to make sure we have an in-person quorum.
- Major budget considerations for next year are as follows:
 - Capital and Infrastructure Project – to be funded through impact fees, grants, and/or the American Rescue Plan.
 - Staff Salary Evaluation – Not looking to hire any additional full-time employees right now, that might be a discussion for next year. Want to make sure we are paying current staff appropriately, important to keep current staff in place.
 - Evaluation of the Millage Rate – Once we get property values, will know better what we are able to do. Will have a more thorough discussion in July. Talking about property values and what we will be seeing is all based on last calendar year. We know that people are looking at the apartments on Oakland Avenue as additional

property tax revenue however they will not be factored in until the year following the Certificates of Occupancy. So, if any get their Certificates of Occupancy this year, they will be factored in next year's property taxes. They will not be factored into this year's budget.

- Mayor Stark said with the housing market getting so hot that this will work in our favor for our budget to be cautious right now.
- Town Manager Koontz said that he agrees with this. We are on the conservative side and whatever we do, we want to be sustainable and not bouncing around with the millage rate.
- Town Manager Koontz provided an update on the FY 2020-2021 Impact Fee Projects as well as FY 2020-2021 Multiple Funding Source Projects.
- Town Manager Koontz went over the American Rescue Plan including amounts the Town of Oakland is eligible for in the next two years and allowable uses. Funds would have to be spent out by 2024 and reported on by 2026. At this time, Town Manager Koontz is recommending American Rescue Plan funds be utilized for portions of the following FY 2022 Proposed Capital Projects:
 - Lift Station #6
 - Additional Water Well (Well #3)
 - Alternative Water Supply
- Town Manager Koontz provided an update on additional FY 2022 Proposed Capital Projects.
- Mayor Stark said this all looks good to her.
- There was discussion regarding the Public Safety Building Interior Renovation which is a new project to expand the number of workstations and make technological upgrades to prepare for future growth. These renovations will be paid for through law enforcement impact fees.
- Commissioner McMullen asked which homes will be a part of the CDBG project.
 - Town Manager Koontz said the homes over by the Pulte Lift Station.
 - Commissioner McMullen said that we need to get the story out and make big news about it. This is a big impact for those homes and those families.
 - Town Manager Koontz said that we are working on that, we are working on getting some targeted meetings with those residents and then will go from there.
- Vice Mayor Satterfield said that Town Manager Koontz did a good job putting information together in a way that is easy to understand.
 - Town Manager Koontz said it is a team effort to make this all happen.

ADJOURNMENT

Mayor Stark adjourned the Work Session at 6:55 p.m.

TOWN OF OAKLAND:



MICHAEL SATTERFIELD, VICE MAYOR

ATTEST:




ELISE HUI, TOWN CLERK



Budget Work Session

MAY 25, 2021

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Purpose

The purpose of the work session is to discuss the budget schedule for FY 2021-22 and potential capital projects



Budget Schedule

- June 1, 2021 – Estimate of 2021 Taxable Value
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Budget Considerations

- Capital and Infrastructure Projects
 - Impact Fees, Grants, American Rescue Plan
- Staff Salary Evaluation
- Evaluation of the Millage Rate



Capital Projects FY 2021

Update on FY 2020-2021 Impact Fee Projects

Project	Status	Project	Status
Northwest Loop Study (Water)	Not Started	Starr Street to Hwy 50 Development	Design
Additional Water Well #3	Design	Oakland Avenue Turnouts (Cross)	Complete
East Gulley Improvements	Contracted	Transportation Study & Design	Procurement
Alternative Water Supply	Design	Mid Block Crossing Oakland Ave	Complete
Speer Park Phase 2-Tennis Courts	Complete	Lift Station Generator	Complete
Speer Park Playground	Construction	Trail Property Acquisition	Ongoing
Sadler Trail Extension	Procurement	Hydrant Upgrades	Not Started
Jake Voss Pier Improvements	Procurement	Town Center Plan	Not Started
Law Enforcement Equip Body Cam	Complete		



Capital Projects FY 2021

Update on FY 2020-2021 Multiple Funding Source Projects

- **Lift Station 5 and Force Main Extension**
 - Legislative appropriation \$1.0 million (FY 2017-18)
 - Construction complete (closeout June 30, 2021)
- **Septic to Sewer Conversion**
 - CDBG, DEP, SJRWMD, Impact Fees - \$1.6 Million
 - Bid award
 - Project will roll into next budget year
- **Roundabout Project**
 - State funding \$2.3 Million, town transportation impact fees \$1.0 Million
 - Bid advertisement July 1st, project will roll into next budget year



American Rescue Plan

- Town of Oakland is eligible for an estimated \$1.3 Million over 2 years
- Allowable Uses
 - To respond to the pandemic or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - For premium pay to eligible workers performing essential work (as determined by each recipient government) during the pandemic, providing up to \$13 per hour above regular wages;
 - For the provision of government services to the extent of the reduction in revenue due to the pandemic (relative to revenues collected in the most recent full fiscal year prior to the emergency);
 - To make necessary investments in water, sewer, or broadband infrastructure;

Proposed Capital Projects FY 2022



- **Septic to Sewer Conversion**
 - Rollover project
 - CDBG, DEP, SJRWMD, Impact Fees - \$1.6 Million
- **Roundabout Project**
 - Rollover project
 - State funding \$2.3 million, town transportation impact fees \$1.0 Million
- **Lift Station #6**
 - New Project
 - Behind public safety building, under design, OACS & public safety connection
 - Legislative appropriation (FY 2020-2021), American Rescue Plan

Proposed Capital Projects FY 2022



- **Additional Water Well (Well #3)**
 - Rollover Project, design underway, funding for construction
 - Impact Fees, Utility Funds, American Rescue Plan
- **Alternative Water Supply**
 - Rollover Project, design underway, funding for construction
 - Impact Fees, State Revolving Loan Fund, Grants, American Rescue Plan
- **Speer Park Phase 3**
 - Next Phase of master plan development, including pavilion, junior basketball half court, butterfly garden, any remaining connecting sidewalks
 - Recreation Impact Fees

Proposed Capital Projects FY 2022



- **Sadler Park Trail Phase 2**
 - Next Phase of linear park to include playground, exercise stations, and dog park
 - Recreation Impact Fees
- **Public Safety Building Interior Renovations**
 - New project to expand the number of workstations and technological upgrades
 - Law enforcement impact fees
- **Oakland Avenue Turnouts**
 - Continuation of project to better transition paved intersections with unpaved streets
 - Transportation impact fees

Proposed Capital Projects FY 2022



- **Transportation Study and Design**
 - Rollover project specific to the Oakland Avenue Planning and Design study
 - Will prioritize future Oakland Ave. projects to follow the roundabout completion
 - Transportation impact fees
- ***Lift Station 7 – Jefferson Street Extension***
 - *Included as a legislative appropriation in the FY 2021-22 budget*
 - *Budget has not been signed by the Governor*
- **Note: Grant funding will be sought for all projects that are conceptually approved to leverage the Town’s existing funds**





General Budget Discussion

