CITY OF WILLISTON, FLORIDA CITY COUNCIL MEETING **AGENDA**

DATE:

TUESDAY, MAY 19, 2020

TIME:

6:00 P.M.

PLACE:

WILLISTON CITY COUNCIL CHAMBER

CALL TO ORDER

ROLL CALL

MEMBERS:

OTHERS:

Mayor Jerry Robinson President Charles Goodman Vice-President Justin Head Councilmember Debra Jones

Councilmember Marguerite Robinson

Councilmember Elihu Ross

City Manager Scott Lippmann Finance Director Stephen Bloom City Attorney Fred Koberlein City Clerk Latricia Wright

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

ITEM – 2 – PUBLIC PARTICIPATION

ITEM – 3 – CONSENT AGENDA

A. MINUTES: MAY 5, 2020 REGULAR CITY COUNCIL MEETING (pp 3-4)

ITEM – 4 – OLD BUSINESS

A. STAFF AND BOARD UPDATES

- CITY MANAGER SCOTT LIPPMANN-
- INFORMATION ONLY- ELECTRIC SERVICE

ITEM – 5 – NEW BUSINESS

- A. RESOLUTION 2020-12- A RESOLUTION OF THE CITY OF WILLISTON OF LEVY COUNTY, FLORIDA, AUTHORIZING THE CITY TO OPEN A MONEY MARKET ACCOUNT FOR PUBLIC DEPOSITS AT DRUMMOND BANK. (pp 5-6)
- B. REVIEW OF JANUARY 2020 FINANCIAL REPORT FINANCE DIRECTOR STEPHEN BLOOM (pp 7-27)
- C. RESOLUTION 2020-19: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AUTHORIZING THE PURCHASE OF POLICE VEHICLES (2) WITH THE ASSISTANCE OF THE UNITED STATES DEPARTMENT OF AGRICULTURE ("USDA") GRANT. (pp 28-29)

CITY OF WILLISTON, FLORIDA CITY COUNCIL MEETING

- D. DISCUSSION WITH POSSIBLE ACTION: MAYORS LETTER TO FDOT (pp 30-31)
- E. DISCUSSION WITH POSSIBLE ACTION: BRONSON PROPERTY OFFER (pp 32-33)
- F. DISCUSSION WITH POSSIBLE ACTION: CITY CLERK 6 MONTH REVIEW
- G. <u>DISCUSSION WITH POSSIBLE ACTION: OPTIONS FOR FUTURE COUNCIL MEETINGS.</u>

ITEM – 6 – PUBLIC PARTICIPATION

ITEM – 7 – ANNOUNCEMENTS

ITEM – 8 – ADJOURNMENT

Council Meeting Procedures for members of the Public

- 1. All cell phones to be turned off when entering the Council Chambers;
- 2. Once the audience has taken their seat and the meeting begins, there will be no talking between audience members during the course of the Council meeting. If anyone continues to talk within the audience and is called down 3 times during the course of the meeting, on the third time that person will be escorted out of the Council meeting:
- 3. The audience must be recognized by the President before being allowed to address the Council;
- 4. The member of the audience that is recognized will proceed to the podium, state their name and then proceed with their comments;
- 5. The audience member will be limited to not more than 5 minutes to speak based on Resolution 2003-14;
- 6. There will be no personal attacks made by any member in the audience toward a sitting Councilperson, and likewise for any sitting Councilperson;
- 7. There will be no conversation between a member of the audience that has been recognized and any other member of the audience when speaking while at the podium;
- 8. If an audience member wants to speak more than the allotted 5 minutes allowed then that person should make a request to City Hall so that the item may be placed on the agenda.

Minutes of the City Council meeting may be obtained from the City Clerk's office. The minutes are recorded, but not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

In accordance with <u>Section 286.0105</u>, <u>Florida Statutes</u>, notice is given that if a person wishes to appeal a decision made by the City Council with respect to any matter considered at this meeting they will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

City of Williston, Florida Minutes of the May 5, 2020 City Council Meeting

CALL TO ORDER by President Goodman at 6:20pm.

MEMBERS:

Mayor Jerry Robinson
President Charles Goodman
Vice President Justin Head
Council Member Debra Jones
Council Member Marguerite Robinson
Council Member Elihu Ross (attending virtually)

City Manager Scott Lippmann
City Clerk Latricia Wright – excused
City Attorney Fred Koberlein

OPENING PRAYER AND PLEDGE OF ALLEGIANCE by Mayor Robinson

ITEM 1 - ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

Motion to approve as presented by Vice President Head; seconded by Council Member Robinson. Motion approved 5-0

ITEM 2 – PUBLIC PARTICIPATION

No public participation noted.

ITEM 3 - CONSENT AGENDA

Motion to approve the consent agenda by Council Member Robinson; seconded by Council Member Jones. Motion approved 5-0

ITEM 4 - STAFF AND BOARD UPDATES

Mr. Lippmann briefly discussed a new children's book published by the Florida League of Cities.

Mr. Lippmann opened a discussion of County Commissioner Matt Brooks' request for a letter from the City to FDOT providing our projected needs if the M-CORES toll road project comes through Levy County. Council members suggested numerous possible project ideas. The Council asked Mayor Robinson to draft a letter outlining the City's projected needs and specific requests.

ITEM 5 - NEW BUSINESS

A. <u>Resolution 2020-16</u>: Mr. Dennis Davis, Wright-Pierce Engineering, was present to answer questions about the proposed contract award. He assured the Council that SGS Contracting Services was the lowest responsive bidder. He also stated that they have done projects of this

- nature in Gainesville and Eustis. Motion by Council Member Jones to approve the resolution; seconded by Vice President Head. Motion approved 5-0.
- B. <u>Resolution 2020-17</u>: Motion by Vice President Head to approve the resolution; seconded by Council Member Robinson. Motion approved 5-0.

COVID emergency

- a. Reopening City Hall: President Goodman expressed his strong desire to see City Hall reopened as soon as the City can establish the necessary protective measures for the staff and public. Mr. Lippmann stated that we have received two plexiglass barriers courtesy of Mr. Alan Suggs at Williston Tire and Auto. The City is ordering two additional barriers to fully protect the customer service employees. In addition, the City will have appropriate personal protective equipment (PPE) available to employees that wish to use it, and we will continue to deploy hand sanitizer, disinfectant sprays, and wipes. We will evaluate the need for employees to work remotely (currently five) on a case by case basis. By consensus, the Council agrees.
- b. President Goodman expressed his continuing displeasure with the quality of our remote meeting efforts, citing a myriad of technical problems which he finds frustrating. He acknowledged that staff is trying its best to make this process work, but that significant improvements are needed. Staff will be meeting with Mr. Mills, our IT consultant to address these issues. The goal is a much-improved meeting experience for the next Council meeting in two weeks.
- D. <u>Emergency Ordinance 2020-682</u>: Motion to approve to approve the ordinance; second by Council Member Jones. Motion approved 5-0.
- E. <u>Myhree land swap</u>: City Attorney Koberlein explained several legal concerns which should be addressed by Mr. Myhree and his advisors to ensure that all parties' interests are protected. The Council expressed by consensus, their support of Mr. Myhree's efforts and instructed staff to work with Mr. Myhree to help bring this matter to a conclusion.
- F. <u>City Clerk 6-month review</u>: postponed until Ms. Wright is available.

Item 6 – PUBLIC PARTICIPATION

- The City Planner's office was contacted by someone interested in the hospital property.
- A demolition permit has been issued for the former high school property.
- The Mayor raised several questions about the code enforcement process, and the status of 9 properties which have accumulated ongoing fines. Staff will address his questions and report back at the next meeting.

Item 7 – ANNOUNCEMENTS

Virtual National Day of Prayer presentation, Thursday, May 7 on YouTube. Link information will be given to the media and posted on the City's social media and web sites.

Item 8 – the meeting was adjourned by President Goodman at 8:10 pm.

Date: May 19, 2020

COUNCIL AGENDA ITEM

AGENDA ITEM: DRUMMOND BANK	AUTHORIZATION	TO OPEN	MONEY	MARKET	ACCOUNT	WITH
REQUESTED BY:	FINANCE DIRECT	OR PRI	EPARED	BY: FINA	NCE DIREC	TOR
BACKGROUND / D Bank. Currently thos The City does not hav market account, the e excess operating fund	e accounts are tradit ve a money market a City would be able t	ional checking	g accounts Drummond	which ear	n minimum in y opening a	iterest. money
LEGAL: REVIEW:	N/A					
FISCAL IMPACTS:	The new account v	would increas	e interest i	ncome reve	enue.	
RECOMMENDED A money market accoun			he Council	authorize t	the opening o	of a
ATTACHMENTS:	CONTRACT	X RESC	LUTION	ОТІ	HER	
COUNCIL ACTION:	APPROVED	DISAPP	ROVED			

RESOLUTION NUMBER 2020-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA AUTHORIZING THE CITY TO OPEN A MONEY MARKET ACCOUNT FOR PUBLIC DEPOSITS AT DRUMMOND BANK; AUTHORIZING SPECIFIC PERSONS TO BE SIGNATORS OF THE ACCOUNT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Williston, Florida desires to open a money market account at Drummond Bank, a qualified public depository, to maximize the interest earned on excess operating funds,

WHEREAS, the opening of a money market account(s) with Drummond Bank requires authorization by the City Council of the City of Williston, Florida:

NOW, THEREFORE, BE IT RESOLVED THE CITY OF WILLISTON, FLORIDA AS FOLLOWS:

SECTION 1. The City Council does hereby authorize the Finance Director and/or City Manager to open a money market account at Drummond Bank, a qualified public depository;

SECTION 2. The City Council designates the City Council President, City Council Vice-President, City Manager and City Clerk of the City of Williston as authorized signatories on behalf of the City of Williston at Drummond Bank;

IT IS FURTHER RESOLVED that the bank account(s) may only be used for City purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AS FOLLOWS:

PASSED AND DULY ADOPTED at a meeting of the City Council of the City of Williston, Florida, on this 19th day of May, 2020.

CITY COUNCIL CITY OF WILLISTON, FLORIDA

	Charles Goodman, President	
	City Council	
ATTEST:		
Latricia Wright, City Clerk		

Date: May 19, 2020

COUNCIL AGENDA ITEM

AGENDA ITEM: REVIEW OF JANUARY 2020 FINANCIAL REPORT (unaudited)

REQUESTED BY: FINANCE DIRECTOR PREPARED BY: FINANCE DIRECTOR

BACKGROUND / DESCRIPTION: Enclosed in this agenda item is the January 2020 unaudited financial report. Also included (before the financial report) are PowerPoint slides. These slides are designed to provide a high-level overview of the City's current financial position.

Included in the financial report is the following information:

- Balance Sheet for all Funds (Page 1)
- Summary of Year-to-date Fund Statements (Pages 2 13)

LEGAL: REVIEW: N/A

FISCAL IMPACTS: N/A

RECOMMENDED ACTION: Acceptance of January 2020 unaudited Financial Report

ATTACHMENTS: CONTRACT RESOLUTION X OTHER

COUNCIL ACTION: APPROVED DISAPPROVED



CITY OF WILLISTON, FL

JANUARY 2020 FINANCIAL REPORT

Meeting Date: March 17, 2020

FINNCIAL OVERVIEW – (CITY-WIDE)

Breakdown by Fund

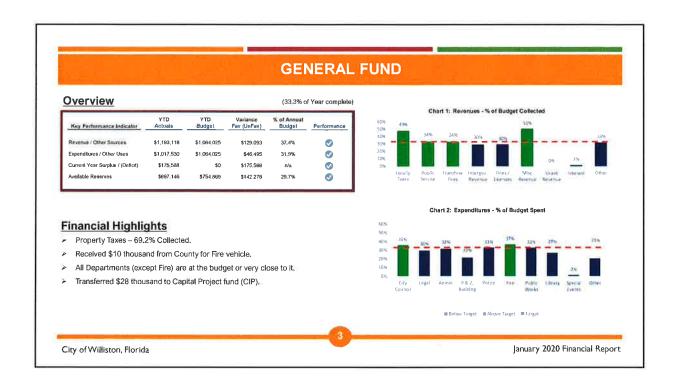
(33.3% of Year complete)

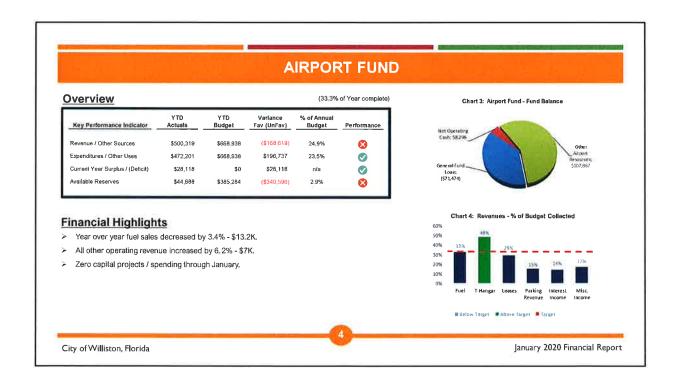
Fund	Revenue	Expenses	Surplus / (Deficit)	Performance
General Fund - Operations	\$1,193,118	\$1,017,530	\$175,588	
General Fund - CIP	\$38,376	\$28,851	\$9,525	
Airport Fund	\$500,319	\$472,201	\$28,118	
CRA Fund	\$166,075	\$128,461	\$37,614	
Utility Fund - Operations	\$1,749,241	\$1,753,405	(\$4,164)	8
Utility Fund - CIP	\$68,863	\$194,532	(\$125,669)	8
Total	\$3,715,991	\$3,594,979	\$121,012	Ø

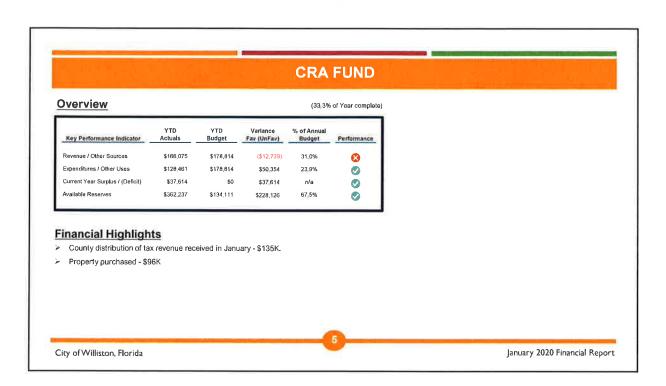
City of Williston, Florida

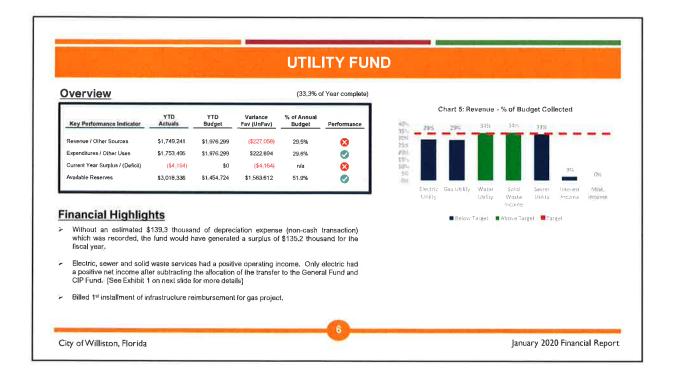
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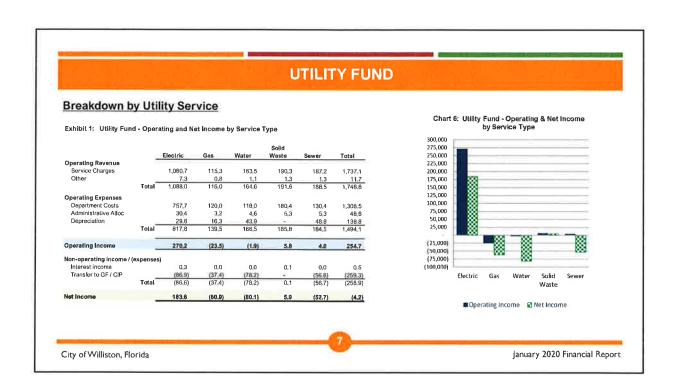
January 2020 Financial Report











	CAP	ΙΤ	AL P	R	OJE	C1	rs		36			- V 1
Current Projects	Status	P	stimated Project Cost		ticipated evenue		City Match		mount	Re	mount maining Spend	
General Fund												
Animal Shelter	In Progress Subtotal	_	75,000 75,000	5	75,000 75,000	-	\rightarrow	- 8	<u> </u>	3	75,000 75,000	
	Suprotat	-	75,000	->	73,000	-		-			75,000	
Airport Fund												
Refurbish of Existing GA Apron	In Progress Subtotal	-	465,678 465,678	-	465,678 465,678	-		3		\$	465,678 465,678	
	Septolar	->	400,078	-	403,070	<u> </u>		-\$-		-	403,078	
Utility Fund												
Upgrade Sewer Plant Water main on SW 4th Ave	In Progress		426,400 10,000		426,400		10,000		47,048		379,352 10,000	
Gas Project	in Progress		-		_		- 10,000		70,588		(70,588)	
	Subtotal	\$	436,400	\$	426,400	ş	10,000	s	117,036	\$	318,764	
CRA Fund												
Heritage Park Phase II Block 0			26,197)%		26,197				26,197	
Downtown Redevelopment Project	In Progress		362,535		-		362,535		96,010		266,524	
	Subtotal	\$	386,732	\$		\$	388,732	3	96,010	\$	292,721	
	Total	\$	1,365,810	\$	967,078	\$	398,732	\$	213,647	\$	1,152,163	
					· ·							

CAPITAL SPENDING

Capital Purchase	Budgeted Amount	Amount Spent to Date	Amount Remaining	Funding Source
Police/Fire				
Computer Back-up System	11,200	4,746	6,454	Fund Balance (reserves)
Dodge Chargers (2)	71,400	-	71,400	Fund Balance (reserves) / USDA grant
Fire Vehicle	50,000	-	50,000	Fund Balance (reserves) / County
Animal Control Pick-up Truck	25,000	23,630	1,370	Fund Balance (reserves) / USDA grant
Subtotal	157,600	28,376	129,224	
New Radio / Software for Meter Reading	20,000	-	20,000	Retained Earnings (reserves)
Tracked Skid Steer	80,000	83,052	(3,052)	Retained Earnings (reserves)
Subtotal	100,000	83,052	16,948	• • • • • • • • • • • • • • • • • • • •
Total	\$ 257,600	\$ 111,428	\$ 146,172	

City of Williston, Florida

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January 2020 Financial Report

OUTSTANDING LOANS

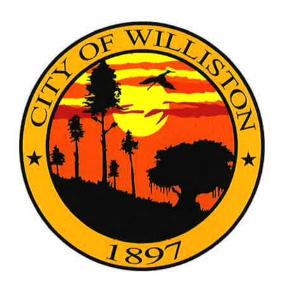
Description	Original Amount	Amount Paid to Date	Amount Remaining	Funding Source
Bank Loans				
Purchase of Fire Truck	\$ 150,000	\$ 80,512	\$ 69,488	County Fire revenue
Construction of New City Hall	1,263,530	17,991	1,245,540	General / Utility Fund (50% / 50%)
Subtotal	1,413,530	98,503	1,315,028	
Interfund Loans				
Purchase of Fire Engine	208,500	10,425	198,075	Due to Utility Fund from General Fund
Construction of New City Hall	753,657	-	753,657	Due to Utility Fund from General Fund
Airport - Water Well	102,637	31,163	71,474	Due to General Fund from Airport Fund
Subtotal	1,064,794	41,588	1,023,206	
Total	\$ 2,478,324	\$ 140,090	\$ 2,338,234	

City of Williston, Florida

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January 2020 Financial Report

City of Williston



Financial Report

January 31, 2020 (unaudited)

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Balance Sheet - All Funds

Description		General Fund	Airport Fund		CRA Fund		Utility Fund		Total
ASSETS									
Petty Cash	\$	500 \$	10	0 \$	-	\$		\$	600
Cash & Cash Equivalents	Ψ.	729,918	8,29		335,222	Ψ	2,773,247	Ψ	3,846,682
Investments		8,844	0,20	•	000,222		86,717		95,561
Accounts Receivable		4,340	75,07	1	1,225		725,153		805,790
Note Receivable		71,474	70,07		1,220		720,100		71,474
Due from Other Funds		71,474			28,426		198,075		226,501
Due from Other Governmental Units		114,753	20,83	6	20,420		22,192		157,781
Prepaid Expenses					-				
		24,215	15,46				18,036		57,719
Inventory Net Pension Assets			54,60	4			257,373		311,977
			(=0		-		248,202		248,202
Net Capital Assets		<u></u>	:#)				8,672,120	_	8,672,120
TOTAL ASSETS		954,044	174,37	4	364,874		13,001,117		14,494,409
DEFERRED OUTFLOW OF RESOURCES									
Pension Related - Deferred Outflow			30		3		474,252		474,252
TOTAL DEFERRED OUTFLOW OF RESOURCES		(8)					474,252		474,252
LIABILITES									
Accounts Payable	\$	17,620 \$	2,83	1 00	1,975	æ	6.652	•	29,078
Accrued Expenses	Ψ		•		·	Ψ	,	φ	
Sales Tax Payable		8,551	46,14		662		205,496		260,857
Payroll Liabilities		(60)	(48	5)	•		(2,632)		(3,181)
Other Liabilities		0.574	9774)		*		103,558		103,558
		6,571			15		=		6,571
Due to other Funds		28,426			語		=		28,426
Due to Utility Fund (loan)		198,075	920		:5		=		198,075
Due to Other Governmental Units			17.X		:=		547		547
Deposits		3	7 /2		iii		293,128		293,128
City Hall Loan			•		9		1,245,540		1,245,540
Notes Payable		-	71,47	4	9				71,474
Deferred Revenue		-	9,72	1	9				9,721
Power Cost Adjustment - Electric		-	~		9		51,310		51,310
Accum Absences/ OPEB Obligation			20		<u>u</u>		128,990		128,990
TOTAL LIABILITIES		259,184	129,68	6	2,637		2,032,588		2,424,095
DEFERRED INFLOW OF RESOURCES									
Pension Related - Deferred Inflow		20	- 3				292,569		292,569
TOTAL DEFERRED INFLOW OF RESOURCES		1,90	(*)				292,569		292,569
FUND BALANCES									
Reserve for:		4							
Law Enforcement		1,595	-				2		1,595
Community Redevelopment		-	14		362,237				362,237
Unreserved, Reported in:									
General Fund		693,265	(#		¥		*		693,265
Special Revenue Airport		-	44,68	3	*		8		44,688
Utility Fund					-		11,150,211		11,150,211
TOTAL FUND BALANCES		694,860	44,68	3	362,237		11,150,211		12,251,996
TOTAL LIABILITIES & FUND BALANCES		954,044	174,37	1	364,874		13,001,117	_	14,494,409
The second of the second		00-,0	117,01		554,614		10,001,111		פטרורטרורי

General Fund (Operations) - Summary of Revenues and Expenditures

(33.33%	Yr Com	plete)
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					PRIOR	YEAR
Description	Amended Budget	Year to Date Actual	Variance Fav (unfav)	% of Budget	Year to Date Jan-19	Variance Fav (unfav)
REVENUES						
Locally Levied Taxes	\$ 1,208,708	\$ 589,341	\$ (619,366)	48.8%	\$ 478,583	110,759
Public Service Taxes	364,500	123,683	(240,817)	33.9%	129,507	(5,823)
Franchise Fees	97,230	32,814	(64,416)	33,7%	41,686	(8,872)
Intergovernmental Revenues	495,502	147,705	(347,797)	29.8%	147,147	559
Fines & Forfeitures	19,035	2,021	(17,014)	10.6%	2,466	(445)
License & Permits	103,150	34,922	(68,228)	33.9%	29,946	4,976
Miscellaneous	33,900	17,383	(16,517)	51.3%	20,129	(2,746)
Interest Income	12,000	245	(11,755)	2.0%	245	(0)
Grant	6,550		(6,550)	0.0%	(1,129)	1,129
Non-Operating	751,500	245,003	(506,497)	32.6%	231,277	13,726
Use of Fund Balance	100,000		(100,000)	0.0%		(*)
TOTAL REVENUES	3,192,075	1,193,118	(1,998,957)	37.4%	1,079,856	113,262
EVDENCES						
EXPENSES Total City Council	27.504	40.505	04.000	20.40/	0.707	(0.050
Total City Council	37,594	13,565	24,028	36.1%	9,707	(3,858)
Total Administration	41,000	12,191	28,809	29.7%	13,883	1,693
Total Russhasias	255,682	82,176	173,506	32.1%	68,037	(14,140)
Total Purchasing	5,300	316	4,984	6.0%		(316)
Total Planning & Zoning	89,500	27,822	61,678	31.1%	17,515	(10,307)
Total Building Permits	85,350	9,970	75,379	11.7%	7,369	(2,601)
Total Police Department	1,163,724	390,170	773,554	33.5%	369,209	(20,960)
Total Police Communications	247,103	79,128	167,975	32.0%	80,851	1,723
Total Health/Animal Control	51,159	17,241	33,918	33.7%	18,401	1,160
Total Fire Department	577,622	213,699	363,924	37.0%	167,828	(45,870)
Total Public Works	324,641	109,985	214,657	33.9%	102,993	(6,992)
Total Recreation / Athletics	7,736	26	7,710	0.3%	2,717	2,691
Total Library Department	6,970	1,880	5,090	27.0%	2,169	289
Total Special Events	13,300	204	13,096	1.5%	777	574
	285,394	59,158	226,236	20.7%	31,072	(28,086)
Total Non-Departmental						

General Fund (CIP) - Summary of Revenues and Expenses

(33.33%	Yr Co	mplete)
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							PRIOR	YEAR	
Description	Amen Budç		Year to Date Actual	Variance Fav (unfav)		% of Budget	Year to Date Jan-19	Variance Fav (unfav)	
REVENUES									
Grant Revenue	\$ 5	0,000	\$ =	\$ (5	0,000)	0.0%	\$:-	*	
County Contribution	10	0,000	10,000			100.0%	<u> </u>	10,000	
Transfer From General Fund	17	2,600	28,376	(14	4,224)	16.4%		28,376	
TOTAL REVENUES	23	2,600	38,376	(19	4,224)	16.5%		38,376	
EXPENDITURES									
Animal Shelter	7:	5,000	475	7.	4,525	0.6%	3,325	2,850	
City Planning Projects		•			ě	n/a	19,000	19,000	
Vehicle Purchases	140	6,400	23,630	12:	2,770	16.1%	5-	(23,630	
Equipment Purchases	1:	1,200	4,746		6,454	42.4%		(4,746	
Software Purchases			-			n/a	=	2	
Park Improvements					·	n/a	7,750	7,750	
Street Improvements		3	9			n/a	9	€	
Stormwater Improvements					· **	n/a	3,547	3,547	
TOTAL EXPENDITURES	23:	2,600	28,851	20:	3,749	12.4%	33,622	4,771	
REVENUES OVER (UNDER) EXPENDITU	IRES \$	-	\$ 9,525	\$!	9,525	n/a	\$ (33,622)	\$ 43,147	

Airport Fund - Summary of Revenues and Expenditures

(33.33%	Yr Compl	lete)
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						PRIOR	YEAR
Description	Amended Budget	Ye	ar to Date Actual	Variance Fav (unfav)	% of Budget	Year to Date Jan-19	Variance Fav (unfav)
REVENUES							
Operating Revenue	\$ 1,523,175	\$	497,299	\$ (1,025,876)	32,6%	503,418	(6,119)
Interest Income	1,600		229	(1,371)	14.3%	319	(90)
Other Miscellaneous Income	16,360		2,790	(13,570)	17.1%	2,772	19
Use of Fund Balance			- 19	<u> </u>	n/a		199
TOTAL REVENUES	1,541,135		500,319	(1,040,816)	32.5%	506,509	(6,190)
EXPENSES							
Personal Services	256,191		74,255	181,936	29.0%	86,858	12,603
Operating Expenditures	1,274,944		397,946	876,998	31,2%	410,787	12,841
Non-Operating Expenditures	10,000		396	10,000	0.0%	:=1	
TOTAL EXPENSES	1,541,135		472,201	1,068,934	30.6%	497,645	25,444
OPERATING REVENUES OVER (UNDER) EXPENSI	· · · · · · · · · · · · · · · · · · ·		28,118	28,118	n/a	8,864	19,254
NON-OPERATING REVENUE (EXPENSES)							
Capital Improvements - (Grants)	(465,678)		(e)	465,678	0.0%	(108,335)	108,335
JPA Revenue (Grants)	465,678		35	(465,678)	0.0%	108,335	(108,335)
Capital Outlay - Equipment	**		250	786	n/a		<u> </u>
TOTAL NON-OPERATING REVENUES (EXPENSES			3.00	_ :(•)	n/a	i•):	1000
TOTAL REVENUES OVER (UNDER) EXPENSES	•		28,118	28,118	n/a	\$ 8,864	\$ 19,254

CRA Fund - Summary of Revenues and Expenditures

January 31, 2020

									PRIOR	YEAR
Description		Amended Budget		Year to Date Actual		/ariance iv (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav)
REVENUES										
Tax Incremental Revenue - City	\$	93,907	\$	30,356	\$	(63,551)	32.3%	\$	30,356	(0)
Tax Incremental Revenue - County		135,225		135,226		1	100.0%		131,137	4,088
Interest Income		200		43		(157)	21.5%		76	(33)
Special Events		(4)		450		450	n/a		<u> </u>	450
Other Financing Sources		307,110		- 3		(307,110)	0.0%		<u>a</u>	
TOTAL REVENUES		536,442		166,075		(370,368)	31.0%		161,569	4,506
EXPENDITURES										
Personal Services		61,345		21,585		39,760	35.2%		17,515	(4,070)
Operating Expenditures		74,661		10,865		63,796	14.6%		14,090	3,226
Capital Outlay		390,436		96,010		294,426	24.6%		10,677	(85,333)
Non-Operating Expenditures		10,000		9		10,000	0.0%			
TOTAL EXPENDITURES		536,442		128,461		407,982	23.9%		42,282	(86,178)
REVENUES OVER (UNDER) EXPENDITURI	ES \$	966	\$	37,614	\$	37,614	n/a	\$	119,287	\$ (81,673)

Utility Fund (All Services) - Summary of Revenues and Expenses

January 31, 2020

						PRIOR	YEAR
Description	Amended Budget	Ye	ear to Date Actual	Variance Fav (unfav)	% of Budget	Year to Date Jan-19	Variance Fav (unfav)
REVENUES							
Electric Utility	\$ 3,698,849	\$	1,080,743	\$ (2,618,106)	29.2%	\$ 1,154,768	\$ (74,024
Gas Utility	397,750		115,270	(282,480)	29.0%	184,504	(69,234
Water Utility	482,426		163,510	(318,916)	33.9%	154,509	9,002
Solid Waste Income	558,179		190,323	(367,856)	34.1%	186,395	3,928
Sewer Utility	568,066		187,205	(380,861)	33.0%	179,748	7,457
Interest Income	15,000		459	(14,541)	3.1%	796	(337
Other Miscellaneous Income	98,627		11,730	(86,896)	11.9%	10,689	1,041
Use of Retained Earnings	110,000			(110,000)	0.0%		
TOTAL REVENUES	5,928,897		1,749,241	(4,179,656)	29.5%	1,871,409	(122,168
EXPENSES							
Total Administration Department	200,653		48,796	151,857	24.3%	31,078	(17,718
Total Electric Department	3,172,603		874,371	2,298,232	27.6%	1,001,420	127,049
Total Gas Department	600,133		173,697	426,436	28.9%	200,939	27,242
Total Water Department	661,277		240,131	421,146	36.3%	214,297	(25,835
Total Solid Waste Department	546,639		180,419	366,221	33.0%	194,773	14,354
Total Sewer Collection / Treatment	747,591		235,991	511,600	31,6%	239,499	3,507
TOTAL EXPENSES	5,928,897		1,753,405	4,175,492	29.6%	1,882,005	128,600
REVENUES OVER (UNDER) EXPENSES	\$	\$	(4,164)	\$ (4,164)	n/a	\$ (10,596)	\$ 6,432

Utility Fund (Admin) - Summary of Revenues and Expenses

January 31, 2020

Description	 Amended Budget		Year to Date Actual		/ariance av (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav)	
REVENUES										
Other Miscellaneous Income	\$ 98,627	\$	11,730	\$	(86,896)	11.9%	\$	10,689	\$	1,041
Interest Income	15,000		459		(14,541)	3.1%		796		(337)
Use of Retained Earnings	110,000				(110,000)	0.0%		<u> </u>		22
TOTAL REVENUES	223,627		12,190		(211,437)	5.5%		11,485		704
EXPENSES										
Operating Expenditures	200,653		48,796		151,857	24.3%	-	31,078	(1	7,718)
TOTAL EXPENSES	200,653		48,796		151,857	24.3%		31,078	(1	7,718)
REVENUES OVER (UNDER) EXPENSES	22,973	\$	(36,607)	\$	(59,580)	-159%	\$	(19,593)	\$ (17	7,014)

Utility Fund (Electric Services) - Summary of Revenues and Expenses

January 31, 2020

								PRIOR	YEA	\R
Description	-	Amended Budget		ear to Date Actual	Variance Fav (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav)	
REVENUES										
Electric Utility	\$	1,385,418	\$	439,178	\$ (946,240)	31.7%	\$	378,845	\$	60,334
Electric Utility - Power Cost Adj		2,306,931		635,291	(1,671,640)	27.5%		775,633		(140,342)
New Electric Service		4,000		480	(3,520)	12,0%		120		360
Electric Overhead / Underground		2,500		5,794	3,294	231.8%		170		5,624
Use of Retained Earnings		_ @		.2	<u>==</u>	n/a_		<u>u</u>		
TOTAL REVENUES		3,698,849		1,080,743	(2,618,106)	29.2%		1,154,768		(74,024)
EXPENSES										
Personal Services		426,573		83,692	342,882	19.6%		88,572		4,880
Operating Expenditures		2,477,911		703,794	1,774,117	28.4%		839,979		136,185
Non-Operating Expenditures		268,119		86,886	181,233	32.4%		72,870		(14,016)
TOTAL EXPENSES		3,172,603		874,371	2,298,232	27.6%		1,001,420		127,049
REVENUES OVER (UNDER) EXPENSES		526,246	\$	206,373	\$ (319,874)	39%	\$	153,348	\$	53,025

Utility Fund (Gas Services) - Summary of Revenues and Expenses

January 31, 2020

							PRIOR YEAR		
Description	 Amended Budget		Year to Date Actual		/ariance v (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav)
REVENUES									
Gas Utility	\$ 365,000	\$	114,505	\$	(250,495)	31.4%	\$	215,319	\$ (100,814)
Gas Meter Connection/Reconnection	1,000		465		(535)	46.5%		435	30
New Gas Service	500		300		(200)	60.0%		-	300
Infrastructure Reimbursement	31,250		(*)		(31,250)	0.0%		(31,250)	31,250
Use of Retained Earnings	72					n/a			0.5
TOTAL REVENUES	397,750		115,270		(282,480)	29.0%		184,504	(69,234)
EXPENSES									
Personal Services	217,902		56,192		161,710	25.8%		57,008	816
Operating Expenditures	270,446		80,107		190,339	29.6%		117,919	37,812
Non-Operating Expenditures	111,785		37,398		74,387	33.5%	-	26,012	(11,386)
TOTAL EXPENSES	600,133		173,697		426,436	28.9%		200,939	27,242
REVENUES OVER (UNDER) EXPENSES	\$ (202,383)	\$	(58,427)	\$	143,956	29%	\$	(16,435)	\$ (41,992)

Utility Fund (Water Services) - Summary of Revenues and Expenses

January 31, 2020

								PRIOR YEAR			
Description	 Amended Budget		Year to Date Actual		/ariance av (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav)		
REVENUES											
Water Utility	\$ 472,426	\$	159,220	\$	(313,206)	33.7%	\$	150,359	\$ 8,862		
Water Meter Connection/Reconn	5,000		1,740		(3,260)	34.8%		1,600	140		
New Water Service	5,000		2,550		(2,450)	51.0%		2,550			
TOTAL REVENUES	482,426		163,510		(318,916)	33.9%		154,509	9,002		
EXPENSES											
Personal Services	204,304		61,552		142,751	30.1%		53,569	(7,984		
Operating Expenditures	187,243		100,336		86,907	53.6%		89,079	(11,257		
Debt Service	(4)		2		25	n/a		1,293	1,293		
Non-Operating Expenditures	269,730		78,243		191,487	29.0%	-	70,355	(7,888		
TOTAL EXPENSES	661,277		240,131		421,146	36.3%		214,297	(25,835		
REVENUES OVER (UNDER) EXPENSES	\$ (178,851)	\$	(76,621)	\$	102,230	43%	\$	(59,788)	\$ (16,833		

Utility Fund (Waste Collection) - Summary of Revenues and Expenses

January 31, 2020

								PRIOR YEAR			
Description		Amended Budget		Year to Date Actual		/ariance av (unfav)	% of Budget	Year to Date Jan-19		Variance Fav (unfav	
REVENUES											
Solid Waste Income	\$	558,179	\$	190,323	\$	(367,856)	34.1%	\$	186,395	\$	3,928
TOTAL REVENUES		558,179		190,323		(367,856)	34.1%		186,395		3,928
EXPENSES											
Personal Services		16,981		5,353		11,627	31.5%		6,193		840
Operating Expenditures		529,659		175,065		354,593	33.1%		178,880		3,815
Non-Operating Expenditures		(4)		(4)		- 4	n/a		9,700		9,700
TOTAL EXPENSES		546,639		180,419		366,221	64.6%		194,773		14,354
REVENUES OVER (UNDER) EXPENSES	\$	11,539	\$	9,904	\$	(1,635)	86%	\$	(8,378)	\$	18,282

Utility Fund (Sewer Services) - Summary of Revenues and Expenses

(33.33%	Yr Com	plete)
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					PRIOR	PRIOR YEAR		
Description	Amended Budget	Year to Date Actual	Variance Fav (unfav)	% of Budget	Year to Date Jan-19	Variance Fav (unfav)		
REVENUES								
Sewer Utility	\$ 563,066	\$ 183,605	\$ (379,461)	32,6%	\$ 176,748	\$ 6,857		
Sewer Connection	5,000	3,600	(1,400)	72.0%	3,000	600		
Use of Retained Earnings	120	2	2	n/a	8	3		
Grant Revenue				n/a	-			
TOTAL REVENUES	568,066	187,205	(380,861)	33.0%	179,748	7,457		
EXPENSES								
Sewer Collection								
Personal Services	157,104	39,078	118,026	24.9%	41,300	2,222		
Operating Expenditures	70,620	53,882	16,738	76.3%	47,556	(6,327		
Total Sewer Collection	227,724	92,961	134,764	40.8%	88,855	(4,105		
Sewer Treatment								
Personal Services	159,527	40,090	119,436	25.1%	41,517	1,427		
Operating Expenditures	164,974	46,152	118,822	28.0%	58,063	11,911		
Total Sewer Treatment	324,501	86,242	238,259	26.6%	99,580	13,338		
Non-Departmental								
Transfer To General Fund	170,366	56,789	113,578	33.3%	51,063	(5,725		
Transfer to Capital Improvement Fund	25,000		25,000	0.0%				
Total Sewer Collection	195,366	56,789	138,578	29.1%	51,063	(5,725		
TOTAL EXPENSES	747,591	235,991	511,600	31.6%	239,499	3,507		
REVENUES OVER (UNDER) EXPENSES	\$ (179,525)	\$ (48,786)	\$ 130,739	27.2%	\$ (59,751)	\$ 10,965		

Utility Fund (CIP) - Summary of Revenues and Expenses

January 31, 2020

								PRIOR	YEAR
Description		Amended Budget	Year to		/ariance av (unfav)	% of Budget	Υ	ear to Date Jan-19	Variance Fav (unfav)
REVENUES									
Grant Revenue - CDGB	\$	426,400	\$ 4	12,048	\$ (384,352)	9.9%	\$	¥	42,048
Infrastructure Repayment				12,500	\$ 12,500	n/a		5	12,500
Transfer From Utility Fund		110,000		14,315	(95,685)	13.0%		2	14,315
State/Federal Loans		×			987	n/a		*	
Loan Proceeds		2		14	90	n/a		ê	£
Utility Settlement		-			(#I)	n/a			
Sales of Fixed Assets		- 5			121	n/a			
TOTAL REVENUES		536,400	(88,863	(467,537)	12.8%		<u> </u>	68,863
EXPENDITURES									
City Hall Improvements		3		(14)	14	n/a		532,324	532,338
Software Purchases		20,000			20,000	0.0%		¥	₹.
Heavy Equipment Purchases		80,000	8	38,898	(8,898)	111.1%		119,264	30,366
Water Improvements		10,000			10,000	0.0%		~	725
Sewer Improvements		426,400	4	12,048	384,352	9.9%		4,624	(37,425)
Gas Improvements			6	3,600	(63,600)	n/a		*	(63,600)
TOTAL EXPENDITURES		536,400	19	94,532	341,868	36.3%		656,212	461,680
REVENUES OVER (UNDER) EXPENDIT	URES \$		\$ (12	25,669)	\$ (125,669)	n/a	\$	(656,212)	\$ 530,543

Date: May 19, 2020

COUNCIL AGENDA ITEM

TOPIC: AUTHORIZING THE POLICE DEPARTMENT TO PURCHASE A 2020 CHEVROLET TAHOE POLICE PATROL VEHICLES (2) WITH THE ASSISTANCE OF A 75/25 USDA GRANT.

REQUESTED BY: DEPUTY CHIEF BOVAIRD PREPARED BY: BROOKE WILLIS

BACKGROUND / DESCRIPTION: The Williston Police Department has been awarded a 75/25 grant from the United States Department of Agriculture ("USDA") to help purchase (2) 2021 Chevrolet Tahoe patrol vehicles.

LEGAL REVIEW:

FISCAL IMPACTS: \$21,658.00

RECOMMENDED ACTION: Approve

ATTACHMENTS:

- Resolution 2020-19
- Purchase Order Request
- Vehicle Invoice

COMMISSION ACTION:	
APPROVED	
DISAPPROVED	

RESOLUTION 2020 - 19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AUTHORIZING THE PURCHASE OF POLICE VEHICLES (2) WITH THE ASSISTANCE OF THE UNITED STATES DEPARTMENT OF AGRICULTURE ("USDA") GRANT.

WHEREAS, the Williston Police Department was awarded assistance through a grant from the United States Department of Agriculture ("USDA"); and

WHEREAS, the 2020-2021 Capital Improvement Fund budget includes appropriate funds to cover the purchase; and

WHEREAS, the Chief of Police recommends the Williston Police Department to purchase (2) 2021 Chevrolet Tahoe for a patrol vehicles from Garber Chevrolet Buick GMC, 3340 Highway 17, Green Cove Springs, Florida 32043, for a total purchase price of Eighty Six Thousand Two Hundred Fifty Seven Dollars and Sixty Cents (\$86.258.00); and

WHEREAS, the reimbursement from the USDA is \$64,600.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Williston, Florida, as follows:

SECTION 1. The above recitals are true and accurate and are made a part of this resolution.

SECTION 2. The City Council hereby authorizes the purchase of patrol vehicles (2).

SECTION 3. This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED at a meeting of the City Council this 19th day of May, 2020.

Charles Goodman, President Williston City Council Approved as to Form and legality: ATTEST: Latricia Wright City Clerk Frederick L. Koberlein, Jr. City Attorney

Date: May 19, 2020

COUNCIL AGENDA ITEM		
TOPIC:		
REQUESTED BY: MAYOR ROBINSON	PREPARED BY: MAYOR ROBINSON	
BACKGROUND / DESCRIPTION: LETTE	R TO FDOT	
LEGAL REVIEW:		
FISCAL IMPACTS:	±1	
RECOMMENDED ACTION:		
ATTACHMENTS:		
COMMISSION ACTION:		
APPROVED		
DISAPPROVED		



WILLISTON

50 N.W. Main St. P.O. Drawer 160 Williston, Florida 32696-0160 Phone (352) 528-3060 Fax (352) 528-2877

May 19, 2020

Florida Department of Transportation 605 Suwannee Street, MS 54 Tallahassee, FL 32399

RE: Suncoast Connector

To Whom It May Concern,

If the final route for the Suncoast Connector toll road is in Levy County, it will greatly affect Williston with an increase of traffic flow. The City Council has agreed the need for assistance for the following economic development projects for your consideration.

- 1. A traffic bypass, especially for the larger trucks, around the City that would allow for safe pedestrian traffic within the City.
- 2. The need for new infrastructure under Noble Ave., Hwy 27/41, due to probable increased deterioration because of increased traffic under the existing road.
- 3. Re-design of the intersection at Noble Ave. and Main Street which would also allow for safer pedestrian traffic within the City.

On behalf of the Williston City Council, we would greatly appreciate the opportunity to voice our concerns regarding the increased traffic probability within the City.

Sincerely,

Jerry Robinson, Mayor

The mission of the City of Williston is to offer an efficient affordable and safe place to live, work and play.

Mayor – JERRY ROBINSON / President – CHARLES GOODMAN
Vice President – JUSTIN HEAD
Council members / DEBRA F JONES – MARGUERITE ROBINSON – ELIHU ROSS
City Manager – SCOTT L. LIPPMANN / City Clerk - LATRICIA WIRGHT

Date: May 17, 2020

TOPIC: Offer on City's Bronson land		
BACKGROUND/DESCRIPTION: We have received an email offer on the City's Bronso land. The offer is \$27,500 for the 30-acre tract. You will remember that the tract was appraised at \$103,000 in September of 2019.		
LEGAL REVIEW:		
FISCAL IMPACTS:		
RECOMMENDED ACTION: Council to accept, reject or counter-offer.		
ATTACHMENTS:		
COMMISSION ACTION:		
APPROVED		
DISAPPROVED		

City of Williston acreage located at NE 115th St., Bronson, FL

Michael Moureau <m_moureau@hotmail.com>

Sun 5/10/2020 7:19 PM

To: Scott Lippmann <scott.lippmann@willistonfl.org>
Cc: Michael Moureau <m_moureau@hotmail.com>

Dear Mr. Lippmann,

I hope this correspondence finds you well. The reason for my email is to inquire about a 30 acre tract of land currently owned by the City of Williston and located in Bronson, Florida on the above identified roadway. My understanding is the City of Williston is interested in selling this tract and, if so, I am interested in making an offer of \$27,500 for said tract. If you would like to discuss the sale of this parcel of land, please call me at 972-841-8392 or reply to this email so we can more fully discuss the conditions related to sale, whether any encumbrances exist and any other material details that will hopefully allow us to reach agreement on the sale. I look forward to hearing back from you.

Sincerely,

Michael Moureau 972-841-8392 m_moureau@hotmail.com

Total Control Panel

<u>Login</u>

To: scott.lippmann@willistonfl.org
From: m_moureau@hotmail.com

Message Score: 1

My Spam Blocking Level: Medium

High (60): Pass Medium (75): Pass Low (90): Pass

<u>Block</u> this sender / <u>Block</u> this sender enterprise-wide <u>Block</u> hotmail.com / <u>Block</u> hotmail.com enterprise-wide

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