VILLAGE OF LAZY LAKE

REGULAR MEETING MINUTES

2201 WILTON DRIVE, WILTON MANORS, FLORIDA

TUESDAY, DECEMBER 10, 2019

6:30 P.M.

**Village Council**

Present:

Mayor Evan Anthony

Council Member Carlton Kirby

Council Member Patrick Kaufman

Council Member John Boisseau

Council Member Sally Boisseau

Absent:

Council Member Ray Nyhuis

Also in Attendance

Donald Lunny, Esquire

William Benson, CPA

Lisa Tayar/Prototype

Richard Willard, Resident

1. Roll Call

The meeting was called to order by Mayor Evan Anthony at 6:30 p.m. It was determined a quorum was present.

2. Approval of Meeting Minutes *(action item)*

November 19, 2019 Meeting

**Motion** made by Council Member Kaufman, seconded by Council Member J. Boisseau, to approve the November 19, 2019 meeting minutes. In a voice vote, the motion passed unanimously (4-0).

3. Consent Agenda

3.1 Ratification of payments made for the following invoices: *(action item)*

a) Brinkley Morgan invoice dated 11/30/19 in the amount of $2,594.06

b) Prototype invoice dated 12/15/19 in the amount of $625.00

c) Keefe McCullough Inv #2093918 dated 11/25/19 in the amount of $4,250.00

**Motion** made by Council Member Kaufman, seconded by Council Member J. Boisseau, to approve the Consent Agenda. In a voice vote, the motion passed unanimously (4-0).

3.2 Authorization to pay Solitude Lake Management Inv #PI-A00323280 in the amount of $185.00 dated 12/1/19 *(action item)*

**Motion** made by Council Member Kaufman, seconded by Council Member S. Boisseau, to pay Solitude Lake Management. In a voice vote, the motion passed unanimously (4-0).

3.3 Such additional invoices as may be presented for ratification or payment, if provided for in the annual budget - none

4. New Business

4.1 Discussion concerning FY 2018-2019 Village Financial Statements and acceptance of the following prepared with assistance by Keefe McCullough:

a)      Resolution No. 2019-12 Final Amended Budget (FY 2018-2019)

b)      Budget Reconciliation Report (FY 2018-2019)

c)      Balance Sheet –Governmental Fund (FY 2018-2019)

d)      Statement of Activities (FY 2018-2019) – Pending

1. and b):

Mr. Lunny stated that draft financial statements and a proposed Resolution for the Final Amended 2018-2019 Budget had been presented at the last meeting; however, some new information came to light concerning whether a depicted revenue receipt was correctly reflected as a receipt, and if the line item was not correctly reflected, whether the consequent transfers shown in the proposed Final Amended Budget were correctly reflected. The Council passed the Final Amended Budget Resolution No. 2019-12 with instructions to the Mayor and Mr. Benson to confirm whether the line item in question was or was not a “revenue” or “fund balance transfer”, and depending on that answer, to adjust the transfer line items as needed. The Mayor and Mr. Benson were instructed to finalize the Final Amended Budget based on their conclusions, prior to the Mayor signing the Resolution, and then report back to the Council on their conclusions tonight, and to re-present the 2018-2019 Final Budget tonight for ratification. Resolution No. 2019-12 was then circulated. Discussion ensued, and the changes were explained by Mr. Benson. Exhibit “2” of Resolution 2019-12 contains the corrected 2018-2019 Budget Reconciliation Report, and Exhibit “3” sets forth the corrected Final Amended 2018-2019 Budget.

c): A corrected Balance Sheet – Governmental Fund was provided showing adjustments to assets and liabilities. Mr. Benson explained the document.

d) The presented Statement of Activities October 2018 through September of 2019 is still in draft form. Mr. Benson said this will be presented for acceptance when it is ready.

**Motion** made by Council Member S. Boisseau, seconded by Council Member Kaufman, to ratify Resolution No. 2019-12 with the changes previously authorized and presented, and to accept items 4.1(a), (b), and (c). In a voice vote, the motion passed unanimously (4-0).

Mr. Lunny noted that the draft financial statements for the FY 2017-2018 year have still not been prepared pending receipt of Northern Trust Bank statements which will need to be obtained directly from the bank. It is anticipated there will be a charge from the bank to obtain copies of the statements. This charge was disclosed by the Mayor and authorized.

  4.2 Such other new business as may be taken up at the meeting

5. Old Business

5.1 Appointment of a City Clerk for the purpose of functioning as the Village local qualifying officer and performing other election-related duties in the upcoming March 2020 Municipal General Election; the cost of which is not to exceed $1,500. *(action item)*

The Council previously authorized the Mayor to meet with Ms. Tedra Allen to see if she would be willing to act as a Village Qualifying ad Election Agent, and he announced that she had agreed to do so. Mr. Lunny read the title of the following Resolution, the body of which outlined the terms and conditions of the agreement:

A RESOLUTION OF THE VILLAGE OF LAZY LAKE, FLORIDA, PERTAINING TO THE SUBJECT OF THE MARCH 2020 MUNICIPAL GENERAL ELECTION; APPROVING AN INDEPENDENT CONTRACT WITH MS. TEDRA ALLEN TO PROVIDE THE SERVICES OF VILLAGE QUALIFYING AND ELECTION AGENT AND PROVIDING RELATED AUTHORIZATIONS IN CONNECTION THERETO; PROVIDING FINDINGS; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE THEREFOR.

**Motion** made by Council Member Kaufman, seconded by Council Member J. Boisseau, to approve item 5.1 and the Resolution. In a voice vote, the motion passed unanimously (4-0).

5.2 FEMA Reimbursement Update

Mayor Anthony reported receipt of the funds is anticipated by the end of the year.

6. Village Legal Counsel comments

Mr. Lunny suggested closely monitoring the budget for expenditures in the future to ensure monies paid out stay within parameters.

Mr. Lunny also reminded the Officials that the 2019 Annual Training Certificates would need to be singed and uploaded onto the Village Website by the end of January.

7. Mayor and Council comments

Council Member J. Boisseau noted the privacy screening on the chain link fence is down. Mayor Anthony offered to get prices to fix the screening and Council Member Kaufman volunteered to help install the screening. This item will be placed on the next agenda for discussion.

8. Public Comments (comments will be limited to three [3] minutes per person) - none

9. Adjourn

With no further business to discuss, and upon motion duly made and seconded, the meeting concluded.

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Village Administrative Assistant Evan Anthony, Mayor