

**VESTAL TOWNBOARD WORK SESSION MINUTES**  
**MONDAY, OCTOBER 5, 2020**

Board Attendance: Supervisor Schaffer; Board Members: Fitzgerald, Messina, Fletcher, Ellis

Also Attending: Town Comptroller Laura McKane, Deputy Comptroller Nick Angeline (by remote), 1<sup>st</sup> Deputy Town Clerk Kelcy Wickman and Town Clerk Debra Wallace.

Supervisor Schaffer convened the Work Session at 5:00 PM.

**Review of the 2021 Tentative Town Budget**

Comptroller Laura McKane stated that the 2021 Tentative Town Budget has been filed with the Town Clerk. McKane noted that the Budget is about \$108,321.00 over the State Mandated Tax Cap and the Town should be able to find that with careful review over the next weeks.

**TOWN OF VESTAL - BUDGET SUMMARY**  
**2021 Tentative Budget**

	APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCES & DEBT RESERVES	TAXES TO BE RAISED	TOTAL REVENUES & OTHER SOURCES
General Fund	\$12,734,807	\$6,387,004	\$606,284	\$5,741,519	\$12,734,807
Highway Fund	\$6,054,799	\$2,758,827	\$366,397	\$2,929,575	\$6,054,799
Fire General Fund (Incl. Foam Dist.)	\$1,632,738	\$8,550	\$480	\$1,623,708	\$1,632,738
<b>Special District Funds:</b>					
Consolidated Water District #1	\$3,330,904	\$2,759,328	\$244,726	\$326,850	\$3,330,904
Consolidated Sewer District #1	\$4,702,623	\$3,804,076	\$384,518	\$514,029	\$4,702,623
Central Light	\$270,000	\$0	\$0	\$270,000	\$270,000
Drainage Districts	\$98,440	\$658		\$97,782	\$98,440
<b>Debt Service Funds:</b>					
Water Districts	\$0	\$0		\$0	\$0
<b>Internal Service Fund:</b>					
Health Insurance (net of interfund trans.)	\$649,935	\$407,000	\$242,935		\$649,935
Expendable Trust - LOSAP (net of interfund trans.)	\$72,695	\$0	\$72,695		\$72,695
<b>TOTALS</b>	<u>\$29,546,941</u>	<u>\$16,125,443</u>	<u>\$1,918,035</u>	<u>\$11,503,463</u>	<u>\$29,546,941</u>

2020 Tax Levy Limit = \$11,395,142

Difference 108,321.00 *net*

2021 TOWN TAX RATE - FINAL BUDGET	
GENERAL FUND	\$ 3.0551
HIGHWAY FUND	\$ 1.5587
SUB-TOTAL	\$ 4.6138
FIRE GENERAL FUND	\$ 0.8344
<b>TOTAL</b>	<b>\$ 5.4482</b>

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### TOWN OF VESTAL - TAX RATE WORKSHEET 2021 TENTATIVE BUDGET

FUND	2020 Taxes Raised	2020 Rates @ Full Value	2020 Adopted Budget	2021 Estimated Appropriations	Non-RPT Rev. Excluding Approp FB	Appropriated Fund Balance & Reserves	Real Property Taxes to be Raised	2021 Projected Tax Rates	% Change 2020 Final Tax Rate to 2021 Intial	Increase per \$1,000 of Assessment
General Fund	\$5,656,535	\$3.0208	\$13,928,680	\$12,747,807	\$6,400,004	\$606,284	\$5,741,519 *	\$3.0548	1.13%	\$0.0340
Highway Fund	\$2,789,551	\$1.4897	\$5,936,519	\$6,054,799	\$2,758,827	\$366,397	\$2,929,575	\$1.5587	4.63%	\$0.0690
<b>TOTALS</b>	<b>\$8,446,086</b>	<b>\$4.5105</b>	<b>\$19,865,199</b>	<b>\$18,802,606</b>	<b>\$9,158,831</b>	<b>\$972,681</b>	<b>\$8,671,094</b>	<b>\$4.6136</b>	<b>2.28%</b>	<b>\$0.1031</b>

% Increase in Spending  
-5.3%  
Down because fewer projects were funded in this projection

% Change in Levy  
2.7%

Tax Change for Home with \$100,000 AV  
  
\$10.31

Assessed Value 2020 for 2021 Levy = \$1,879,480,141

### 2021 FIRE DISTRICT - PROPOSED BUDGET

	2020 Taxes Raised	2020 Rates @ Full Value	2020 Adopted Budget	2021 Proposed Appropriations	Non-RPT Rev. Excluding Approp FB	Appropriated Fund Balance & Reserves	Real Property Taxes to be Raised	2021 Projected Tax Rates	% Change 2020 Final Tax Rate to 2021 Prop.	Increase per \$1,000 of Assessment
Fire Gen. Fund	\$1,521,837		\$1,560,137	\$1,632,738	\$8,550	\$480	\$1,623,708			
Less Foam Dist	\$24,000		\$24,000	\$26,000			\$26,000			
<b>Fire District Wide</b>	<b>\$1,497,837</b>	<b>\$0.7844</b>	<b>\$1,526,137</b>	<b>\$1,606,738</b>	<b>\$8,550</b>	<b>\$480</b>	<b>\$1,597,708</b>	<b>\$0.8344</b>	<b>6.38%</b>	<b>\$0.0500</b>

% Change in Spending  
5.33%

% Increase in Spending Plan (without Foam District)  
5.28%

% Increase in Levy (without Foam District)  
6.67%

Tax Increase Home with a \$100,000 AV  
  
\$5.00

Assessed Value 2020 for 2021 Levy = \$1,914,732,724

Using only \$1,914,730,000 in the calculation in anticipation of revisions

9/30/2020

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**FUND BALANCE PROJECTION FOR 2021  
TENTATIVE BUDGET**

	<b>GENERAL FUND</b>	<b>HIGHWAY FUND</b>	<b>FIRE DISTRICT</b>
UNRESTRICTED FUND BALANCE @ 12/31/2019 (including prepaids & encumbrances)	\$3,788,324	\$1,297,660	\$681,605
-PROJECTED EXPENDITURES FOR 2020 (WITHOUT RESERVE EXP)	\$12,266,959	\$5,600,095	\$1,022,981
+PROJECTED REVENUES FOR 2020 (WITHOUT RESERVE REV)	<u>\$12,086,031</u>	<u>\$5,612,236</u>	<u>\$1,074,422</u>
=ESTIMATED FUND BALANCE @ 12/31/2020	\$3,607,396	\$1,309,801	\$733,046
<b>- RESTRICTIONS FOR ENCUMBRANCES OR CAPITAL PROJECTS</b>			<b>\$250,000</b>
- APPROPRIATED IN 2021 OPERATING BUDGET	<u>\$518,388</u>	<u>\$337,890</u>	
=EST. UNRESERVED UNAPPROPRIATED FUND BALANCE AT 12/31/20	\$3,089,008	\$971,911	\$483,046
AS % OF 2021 BUDGET APPROPRIATIONS	24.2326%	16.0519%	30.0638%
	<b>WATER DISTRICT</b>	<b>SEWER DISTRICT</b>	<b>CENTRAL LIGHT</b>
UNRESTRICTED FUND BALANCE @ 12/31/2019 (including prepaids & encumbrances)	\$1,694,488	\$2,084,899	\$55,494
-PROJECTED EXPENDITURES FOR 2020 (WITHOUT RESERVE EXP)	\$3,216,180	\$4,819,427	\$280,400
+PROJECTED REVENUES FOR 2020 (WITHOUT RESERVE REV)	<u>\$3,065,643</u>	<u>\$4,217,400</u>	<u>\$280,400</u>
=ESTIMATED FUND BALANCE @ 12/31/2020	\$1,543,951	\$1,482,872	\$55,494
-APPROPRIATED FOR CAPITAL ITEMS IN 2021 OPERATING BUDGET			
-UNRESERVED FUND BALANCE APPROPRIATED FOR 2021 OPERATIONS	<u>\$221,614</u>	<u>\$381,674</u>	
=EST. UNRESERVED UNAPPROPRIATED FUND BALANCE AT 12/31/20	\$1,322,337	\$1,101,198	\$55,494
AS % OF 2021 TENTATIVE BUDGET APPROPRIATIONS	39.6990%	23.4167%	20.5533%

The Town Board reviewed the General & Highway Funds this evening and will review the other departments in more detail over the next few weeks. Covid-19 has caused departments to keep their spending at a minimum with most having little to no increase in spending. A few departments had increases due to salary adjustments and projects coming up.

The Board reviewed line items in the General Fund Budget and decreased the amounts in the Education & Travel, Gasoline and Vehicle Maintenance lines. The Board felt that since Covid-19 is cancelling many trainings, they approved the mandatory Continuing Education trainings only. The Board agreed to decrease the Gasoline and Vehicle Maintenance budget lines due to the newer vehicles purchased last year that are more gas efficient and require less maintenance than previous years.

The Work Session adjourned at 7:21 PM.

Respectfully submitted,  
Debra Wallace, Town Clerk