



**Minutes**  
**Town of Lake Park, Florida**  
**Regular Commission Meeting**  
**September 3, 2008 7:40 p.m.**  
**Town Commission Chambers, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, September 3, 2008 at 7:40 p.m. Present were Mayor DuBois, Vice-Mayor Daly, Commissioners Balius, Carey, and Osterman, Attorney Thomas Baird, Town Manager Maria Davis and Town Clerk Vivian Mendez Lemley.

Mayor DuBois led the Invocation.  
 Mayor DuBois led the Pledge of Allegiance.  
 Town Clerk Vivian Mendez Lemley performed the Roll Call.

**ADDITIONS/DELETIONS/APPROVAL OF AGENDA**

None

**Motion: A motion was made by Commissioner Osterman to approve the Agenda; Commissioner Balius made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

**PROCLAMATION**

**Neptalie Jerome**

Mayor DuBois read the proclamation to Neptalie Jerome.

Ms. Jerome spoke about the tutoring services she offers and thanked the Commission, Staff and the community.

**PUBLIC and OTHER COMMENT**

*Bert Bostrum 1451 Flagler Blvd.* – announced that the AYSO Soccer practice may not be able to

take place due to impending storms. She stated that parents could contact her for updates at 842-2524.

**COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY**

**Commissioner Carey** thanked Town Manager Maria Davis for setting up a meeting between the Commission and the consulting firm for improvements to the downtown area. He stated that he was glad to see the progress being made by the downtown projects.

**Commissioner Balius** stated that the Town was headed in the right direction. He noted that the Town had been working on the Alleyway Project for approximately seven years. He went on to say since Town Manager Maria Davis has been with the Town the project is finally going to commence.

**Vice-Mayor Daly** stated that the meeting held with the Downtown consultant was constructive and filled with good ideas.

**Commissioner Osterman** stated that the Downtown consultant meeting was good. She recommended future workshops to discuss other projects.

**Mayor DuBois** stated that the Downtown meeting was very constructive.

**Town Attorney Thomas Baird** announced that the attorneys representing the Town in the Kelsey Club Case reached a settlement. The case was settled for \$5,500. He stated that the Town's insurance would cover the settlement.

**Town Manager Maria Davis** stated that staff has been preparing for the upcoming storms. She stated that the consultants were impressed with the Commission's knowledge and commitment to energize the downtown area.

**CONSENT AGENDA:**

1. Budget Workshop Meeting Minutes of July 23, 2008
2. Regular Commission Meeting Minutes of August 6, 2008
3. Resolution No. 50-09-08 National City Bank Signatories
4. Resolution No. 51-09-08 Tennis Pro Contract Renewal
5. Resolution No. 52-09-08 Adding the Position of Stormwater Tech I Job Description to the Towns Classification Plan
6. Resolution No. 53-09-08 Adding the Position of Stormwater Tech II Job Description to the Towns Classification Plan
7. Purchase of Emergency Generator for Hurricane Preparedness Utilizing City of Coral Springs Bid #07-C110F

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Balius to approve the Consent Agenda; Commissioner Carey made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

**PUBLIC HEARING: ORDINANCE ON 2<sup>ND</sup> READING**

**ORDINANCE NO. 15-2008 – Text Change to Chapter 78 Walls, Fences, and Hedges  
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE IV OF THE TOWN CODE ENTITLED “WALLS, FENCES AND HEDGES”; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Carey to approve Ordinance No. 15-2008 upon 2<sup>nd</sup> reading; Commissioner Balius made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

Town Attorney Thomas Baird read Ordinance No. 15-2008 by caption-only.

## RESOLUTIONS

### **RESOLUTION NO. 48-09-08 – Millage**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING A MILLAGE RATE FOR THE TOWN OF LAKE PARK FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2008 AND ENDING SEPTEMBER 30, 2009; STATING THE ROLLED-BACK RATE FOR THE TOWN OF LAKE PARK; STATING THE PERCENT BY WHICH THE TOWN MILLAGE RATE EXCEEDS, IF ANY, THE ROLLED-BACK MILLAGE RATE; AND LEVYING FOR AD VALOREM TAXES ON ALL TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY IN THE TOWN OF LAKE PARK FOR FISCAL YEAR 2008/2009; PROVIDING FOR AN EFFECTIVE DATE.**

Finance Director Anne Costello gave a presentation that gave brief overview of the Town's Budget (see Exhibit "A")

Ms. Costello reviewed the slide titled "Sanitation Fund" and explained that there was a 25% increase in disposal fees from Solid Waste Authority. The rates were increased after the date the Town was required to provide their rates to the Solid Waste Authority to be included on the TRIM notices.

Discussion ensued among the Commission regarding the rate increase by Solid Waste Authority.

Ms. Costello stated that the potential impact to the budget would be approximately \$37,000 to \$47,000. She stated that there were sufficient reserves to prevent an increase to the Town's sanitation rates this year.

Town Manager Maria Davis stated that the Town would have to increase their commercial sanitation rates for the next budget year of 2009-2010.

Commissioner Osterman asked Town Manager Maria Davis to write a formal letter from the Town to Solid Waste Authority regarding the rate increase and she asked that a copy of the letter be sent to the Florida League of Cities.

Mayor DuBois discussed the issue of the Solid Waste Authority raising sanitation rates and not giving the Commission an opportunity to address them in the Town's Budget.

Commissioner Carey stated that it was the first time that the Town would be raising the millage rate in three to four years.

Discussion ensued among the Commissioners regarding millage rates

### **Public Comment Open.**

*None*

### **Public Comment Closed.**

**Motion: A motion was made by Commissioner Balius to approve Resolution No. 48-09-08; Vice-Mayor Daly made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

Attorney Thomas Baird read Resolution No. 48-09-08 by caption-only.

**RESOLUTION NO. 49-09-08 – Fiscal Year 2008-2009 Budget**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPARATE AND SEVERAL APPROPRIATIONS FOR ITS NECESSARY OPERATING EXPENSES, THE EXPENSES OF THE VARIOUS FUNDS AND DEPARTMENTS OF THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2008 AND ENDING SEPTEMBER 30, 2009, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.**

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Carey to approve Resolution No. 49-09-08; Commissioner Balius made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

Attorney Thomas Baird read Resolution No. 49-09-08 by caption-only.

**RESOLUTION NO. 54-09-08 – Property and Casualty Insurance Coverage Renewal for FY 2009**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING THE TOWN MANAGER TO A EXECUTE THE RENEWAL QUOTATION FROM THE FLORIDA LEAGUE OF CITIES FOR PROPERTY, CASUALTY AND WORKERS' COMPENSATION INSURANCE FOR THE TOWN OF LAKE PARK; AND PROVIDING AN EFFECTIVE DATE**

Kurt Gehring of Gehring Group gave a brief explanation of the Town's Property and Casualty Insurance Coverage renewal for fiscal year 2008-2009.

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Balius to approve Resolution No. 54-09-08; Commissioner Osterman made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

**RESOLUTION NO. 55-09-08 – Renewal of Fiscal Year 2008-2009 Employee Benefits**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING THE TOWN MANAGER TO EXECUTE THE RENEWAL APPLICATION FOR BLUE CROSS BLUE SHIELD OF FLORIDA FOR EMPLOYEE HEALTH INSURANCE COVERAGE, A RENEWAL APPLICATION FOR LINCOLN FINANCIAL FOR RENEWAL OF EMPLOYEE DENTAL INSURANCE, LIFE INSURANCE, SHORT TERM DISABILITY, LONG TERM DISABILITY, FOR VISIONCARE FOR VISION INSURANCE, AND A CONTRACT WITH THE CENTER FOR FAMILY SERVICES OF PALM BEACH COUNTY INC. FOR AN EMPLOYEE ASSISTANCE PROGRAM; AND PROVIDING AN EFFECTIVE DATE.**

Kurt Gehring of Gehring Group gave a brief explanation of the Town's renewal of its fiscal year 2009 Employee Benefits.

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Balius to approve Resolution No. 55-09-08; Vice-Mayor Daly made the second.**

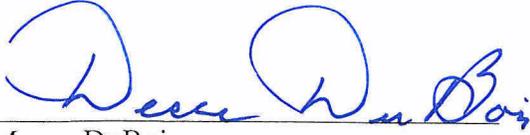
Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey	X		
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor DuBois	X		

Motion passed 5-0.

**ADJOURNMENT**

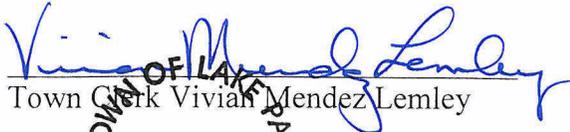
There being no further business to come before the Commission and after a motion to adjourn by Commissioner Osterman and seconded by Vice-Mayor Daly, and by unanimous vote, the meeting adjourned at 8:20 p.m.



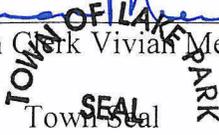
Mayor DuBois



Deputy Clerk Jessica Shepherd



Town Clerk Vivian Mendez Lemley



FLORIDA

Approved on this 17 of Sept., 2008.

# TOWN OF LAKE PARK

## Brief Overview of Tentative Budgets

### Statutory (TRIM) Requirement

- The first substantive issue that must be discussed shall be the percentage increase in millage over the rolled-back rate necessary to fund the budget, if any, and the specific purposes for which ad valorem tax revenues are being increased (s.200.065(2)(e)1., F.S.).

## TENTATIVE MILLAGE

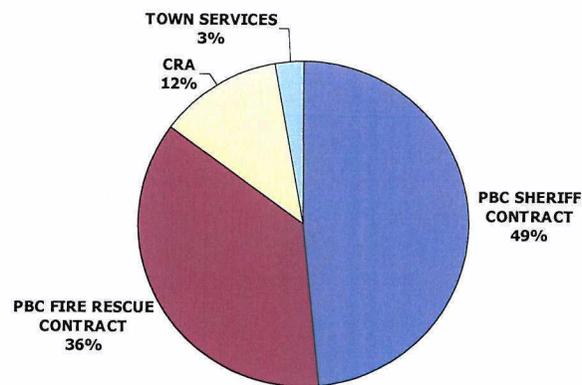
MAXIMUM MILLAGE WITH 2/3 VOTE (4-1)

**8.5163**

(current millage is 7.6350)

- Increase of .8813 mills from current millage
- Rolled Back Rate is 8.2699 mills
- Tentative millage is 2.98% over the rolled-back rate

## USES OF PROPERTY TAX REVENUE



Public Safety = 85%

## Expenditure Highlights

- COLA provided at 2.5%
- Merit budgeted at 2.5%
- Health Insurance - 5.8% increase (20.4% increase current year)
- Eliminated four (4) positions 2 FT, 2 PT
- Reduced Library hours from 52 to 46 per week

## Highlights - continued

- Capital Outlay \$152,200
- Non-Departmental
  - Debt Service for CRA Alleyway Project, land purchase and Firefighters' pension settlement
  - \$ 250,000 Transfer to CRA - delinquent TIF
  - \$ 150,000 Contingency
  - \$ 250,000 Transfer to Fund Balance

## DEBT SERVICE FUND

- 1997 G.O. Bond (\$4,800,000)      \$ 379,450
  - Paid off in 2017
- 1998 G.O. Bond (\$5,000,000)      \$ 388,650
  - Paid off in 2018
- Total Annual Debt Service              \$ 768,100

**Debt Service Millage Rate 1.1500**

## Tentative Millage Rates

- |   |                |
|---|----------------|
| Operating Millage Rate                    | 8.5163         |
| ■ Advertised increase of Rolled-Back Rate | 2.98% over the |
| ■ Current Operating Rate                  | 7.6350         |
| ■ Rolled-Back Rate                        | 8.2699         |
| Debt Service Rate                         | 1.1500         |
| ■ Current Debt Millage                    | .9500          |

## INSURANCE FUND

- Total Budget \$ 349,460
- Internal Service fund created FY 07/08 to capture all of the Town insurance costs
- Revenues consist of transfers from the other funds of the Town that have already been budgeted
- Expenditures are comprised of workers' comp., property/liab., & all other insurance coverage

## STREETS & ROADS FUND

- Total Budget \$ 390,500
  - Down approximately \$35,000 due to State Shared Revenue reductions
  - Added back position eliminated
  - Capital Outlay
    - Road Improvements (reduced) \$ 50,000
    - Pressure Washer \$ 5,000

## MARINA FUND

- Total Budget \$1,319,900
- No rate increases are proposed
- Positions eliminated over the past two budgets:
  - Dockmaster
  - 2 FT Dock Attendants
  - 3 PT Dock Attendants

## STORMWATER UTILITY FUND

- Total Budget \$ 481,000
- Total Equivalent Stormwater Units (ESU's) 7172
- Rate per ESU \$ 6.00 per month, \$ 72.00/YR
- Two positions proposed
  - Stormwater Technician
  - Maintenance Worker II
- Update of Master Plan \$ 50,000
- Debt Service for purchase of Vac-Con Truck \$ 57,000
- Budgeted match for DEP Grant \$ 75,000

*this page needs  
to be updated*

## SANITATION FUND

- Total Budget \$ 1,826,600
- No rate increase proposed
- No change in personnel
- 25% increase in disposal fees from SWA  
(proposed after our 1<sup>st</sup> budget workshop)
- Purchase of two vehicles from reserves
  - Commercial Front Loader \$ 200,000
  - Dump Truck \$ 70,000

## Commission Comments

### Public Comments

**TOWN OF LAKE PARK - ANNUAL BUDGET  
INSURANCE FUND RECAP**

FUND		150	FUNCTION	INSURANCE FUND						
			ACTIVITY	Revenues & Expenditures						
Budget Summary		Actual Expenses 2005-06	Actual Expenses 2006-07	Current Budget 2007-08	Actual to Date 2007-08	Estimate for the Year 2007-08	Proposed Budget 2008-09	Adopted Budget 2008-09		
Revenues		-	-	452,700	176,366	452,700	389,460	389,460		
Personal Services		-	-	167,575	167,566	167,575	126,550	126,550		
Operating Expenses		-	-	250,825	261,624	261,660	214,950	214,950		
Non-Operating		-	-	34,300	-	-	47,960	47,960		
Surplus (Deficit)		-	-	-	(252,824)	23,465	-	-		

**Cost Center 150 - Insurance**

**Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 CURR YR BUDGET	2008 ACTUAL TO DATE	2008 ESTIMATE FOR THE YEAR	2009	
							PROPOSED BUDGET	PROPOSED BUDGET
<b>REVENUES</b>								
150-380.001	Contributed Revenue-Gen Fund	-	-	233,025	66,532	233,025	142,520	142,520
150-380.190	Contributed Revenue-Sits & Roads	-	-	16,600	8,302	16,605	11,350	11,350
150-380.401	Contributed Revenue-Marina	-	-	109,225	54,608	109,220	116,500	116,500
150-380.402	Contributed Revenue-Stormwater	-	-	-	-	-	11,500	11,500
150-380.404	Contributed Revenue-Sanitation	-	-	93,850	46,924	93,850	107,590	107,590
	<b>TOTAL REVENUE</b>	-	-	<b>452,700</b>	<b>176,366</b>	<b>452,700</b>	<b>389,460</b>	<b>389,460</b>
<b>EXPENDITURES</b>								
150-51-589-900-24000	Insurance Expense-Work Comp	-	-	167,575	167,566	167,575	126,550	126,550
	<b>TOTAL PERSONNEL EXPENSES</b>	-	-	<b>167,575</b>	<b>167,566</b>	<b>167,575</b>	<b>126,550</b>	<b>126,550</b>
150-51-589-900-45000	Insurance Expense-Prop/Liab	-	-	217,475	216,914	216,915	173,250	173,250
150-51-589-900-45120	Insurance-Storage Tank Liab	-	-	850	840	840	900	900
150-51-589-900-45200	Insurance Expense-Bonds	-	-	725	732	750	800	800
150-51-589-900-45400	Insurance Expense-Excess Cover	-	-	6,775	12,126	12,130	15,000	15,000
150-51-589-900-49500	Insurance Claim Deductibles	-	-	25,000	31,012	31,025	25,000	25,000
	<b>TOTAL OPERATING EXPENSES</b>	-	-	<b>250,825</b>	<b>261,624</b>	<b>261,660</b>	<b>214,950</b>	<b>214,950</b>
150-51-589-900-99901	Contingency	-	-	34,300	-	-	47,960	47,960
	<b>TOTAL OTHER EXPENSES</b>	-	-	<b>34,300</b>	<b>-</b>	<b>-</b>	<b>47,960</b>	<b>47,960</b>
	<b>TOTAL DEPT EXPENDITURES</b>	-	-	<b>452,700</b>	<b>429,190</b>	<b>429,235</b>	<b>389,460</b>	<b>389,460</b>
	<b>NET INCOME</b>	-	-	<b>-</b>	<b>(252,824)</b>	<b>23,465</b>	<b>-</b>	<b>-</b>

**Cost Center 150 - Insurance**

**Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2006 ACTUAL	2007 ACTUAL	2008 CURR YR BUDGET	2008 ACTUAL TO DATE	2008 ESTIMATE FOR THE YEAR	2009	
							PROPOSED BUDGET	PROPOSED BUDGET
<b>REVENUES</b>								
150-380.001	Contributed Revenue-Gen Fund	-	-	233,025	66,532	233,025	142,520	142,520
150-380.190	Contributed Revenue-Sts & Roads	-	-	16,600	8,302	16,605	11,350	11,350
150-380.401	Contributed Revenue-Marina	-	-	109,225	54,608	109,220	116,500	116,500
150-380.402	Contributed Revenue-Stormwater	-	-	-	-	-	11,500	11,500
150-380.404	Contributed Revenue-Sanitation	-	-	93,850	46,924	93,850	107,590	107,590
	<b>TOTAL REVENUE</b>	-	-	<b>452,700</b>	<b>176,366</b>	<b>452,700</b>	<b>389,460</b>	<b>389,460</b>
<b>EXPENDITURES</b>								
150-51-589-900-24000	Insurance Expense-Work Comp	-	-	167,575	167,566	167,575	126,550	126,550
	<b>TOTAL PERSONNEL EXPENSES</b>	-	-	<b>167,575</b>	<b>167,566</b>	<b>167,575</b>	<b>126,550</b>	<b>126,550</b>
150-51-589-900-45000	Insurance Expense-Prop/Liab	-	-	217,475	216,914	216,915	173,250	173,250
150-51-589-900-45120	Insurance-Storage Tank Liab	-	-	850	840	840	900	900
150-51-589-900-45200	Insurance Expense-Bonds	-	-	725	732	750	800	800
150-51-589-900-45400	Insurance Expense-Excess Cover	-	-	6,775	12,126	12,130	15,000	15,000
150-51-589-900-49500	Insurance Claim Deductibles	-	-	25,000	31,012	31,025	25,000	25,000
	<b>TOTAL OPERATING EXPENSES</b>	-	-	<b>250,825</b>	<b>261,624</b>	<b>261,660</b>	<b>214,950</b>	<b>214,950</b>
150-51-589-900-99901	Contingency	-	-	34,300	-	-	47,960	47,960
	<b>TOTAL OTHER EXPENSES</b>	-	-	<b>34,300</b>	<b>-</b>	<b>-</b>	<b>47,960</b>	<b>47,960</b>
	<b>TOTAL DEPT EXPENDITURES</b>	-	-	<b>452,700</b>	<b>429,190</b>	<b>429,235</b>	<b>389,460</b>	<b>389,460</b>
	<b>NET INCOME</b>	-	-	<b>-</b>	<b>(252,824)</b>	<b>23,465</b>	<b>-</b>	<b>-</b>

