



**Minutes
Town of Lake Park, Florida
First Public Hearing
on the Budget Meeting
Thursday, September 8, 2016, 6:30 PM
Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Thursday, September 8, 2016 at 6:35 p.m. Present were Mayor James DuBois, Commissioners Erin Flaherty, Anne Lynch and Michael O'Rourke, Town Manager John O. D'Agostino, Assistant Town Attorney Kelly Gardner, and Town Clerk Vivian Mendez. Vice-Mayor Kimberly Glas-Castro and Attorney Thomas Baird were absent.

Town Clerk Mendez performed the roll call and Mayor DuBois led the pledge of allegiance.

PUBLIC HEARING(S):

1. Resolution No. 35-09-16 Adopting the Proposed Millage Rate for Fiscal Year 2016-2017.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE FOR THE TOWN OF LAKE PARK FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; 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 2016/2017; PROVIDING FOR AN EFFECTIVE DATE.

Mayor DuBois opened the Public Hearing. Town Manager D'Agostino explained the item (see Exhibit "A").

PUBLIC COMMENT OPENED:

None

PUBLIC COMMENT CLOSED:

Commissioner O'Rourke asked what the impact of lowering the millage rate by .005 percent would be. Finance Director Blake Rane explained that lowering the millage rate by .005 percent would be approximately just under \$15,000. Mayor DuBois reminded the Commission that there would be some debt elimination in 2018 and that could be the time when the Town could look to lower the millage rate. Town Manager D'Agostino explained that as the Town begins to find reliable, steady income that would increase the Town's revenues, such as the Mixed-Use development on US 1, he would propose to the

Commission that they begin lowering the millage rate. Commissioner O'Rourke stated that it appears that this would not be the appropriate time to propose a decrease.

Finance Director Blake Rane explained that on page 16 of the budget document the debt millage for Fiscal Year 2017 was 1.4280, in 2018 it would be approximately .07 range, and in 2019 it would be zero.

Commissioner Lynch asked how does the Town of Lake Park match up to the Village of North Palm Beach. Mayor DuBois explained that the Village of North Palm Beach has million dollar homes on the water. Commissioner O'Rourke explained that it was difficult to compare municipalities that are not similar in their nature. He explained that it would be fair to compare the Town to the Town of Mangonia Park.

Motion: Commissioner Flaherty moved to approve Resolution 35-09-26; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner O'Rourke	X		
Vice-Mayor Glas-Castro			Absent
Mayor DuBois	X		

Motion passed 4-0

2. Resolution No. 36-09-16 Adopting a Tentative Budget for Fiscal Year 2016-2017

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPERATE 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, 2016, AND ENDING SEPTEMBER 30, 2017, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

Town Manager D'Agostino explained that Vice-Mayor Glas-Castro had expressed concern with Section 6 of the Resolution. He explained that the language included in the Resolution had not changed in several years. He read Section 6 into the record as follows:

"Section 6. The Town Manager is hereby authorized to amend/transfer appropriations between departmental accounts provided, however, that total appropriated expenditures by fund do not exceed Commission authorized amounts."

He explained that the above language has provided Administration the flexibility to move funds within the departments. He explained that as long as the overall budget does not increase or decrease they moved funds around. He stated that in his discussions with the Vice-Mayor, she believes...

Mayor DuBois asked Assistant Town Attorney Kelly Gardner if there were a problem

with the Town Manager reading what the Vice-Mayor wrote to him, considering she was not present at the meeting. Assistant Town Attorney Gardner stated that she had spoken with Town Attorney Baird regarding this issue because of the email from the Vice-Mayor. She stated that Attorney Baird indicated that he was not aware of any Town Ordinance or State Statute that would prohibit what the Town has in place and felt that it was a policy decision for the Commission to decide, and not a legal decision issue. Mayor DuBois asked for consensus from the Commission to entertain a third party introduction of...

Commissioner O'Rourke interrupted to say that he had an issue with third party communication. Assistant Town Attorney Gardner clarified that her earlier statement was in reference to what the Vice-Mayor's opinion was of the Resolution, which was included in the email. She was not referring to the third party communication. Mayor DuBois stated that he was not referring to the email; he was referring to the procedure of accepting third party information, since the person was not present at the Public Hearing. Assistant Town Attorney Gardner stated that she does not see a problem with the Vice-Mayor's email read, but the Vice-Mayor's vote would not count because she was not present. Mayor DuBois stated that he was going to introduce it as consensus of the Commission. He asked if it were appropriate. Assistant Town Attorney Gardner felt it was appropriate. Commissioner O'Rourke felt that the information the Town Manager wanted to share regarding the Vice-Mayor was appropriate during discussion, but was not sure it was appropriate prior to discussion. Mayor DuBois felt that he did not want the Vice-Mayor opining as a third party during the discussion. He felt it was best to have it introduced as part of the report. The Commission came to consensus.

Town Manager D'Agostino stated that since the Vice-Mayor was not present that he wanted her sentiments to be accurately portrayed. Mayor DuBois stated that he does not want this to become a precedent because it was done one time that we would do it each time. He stated that any person in his position would ask the Commission their approval before moving forward rather than openly accepting it.

Town Manager D'Agostino explained that about 5:15 p.m. today day the Vice-Mayor sent a text message to him indicating that she would not be able to support Resolution 36-09-16. She wrote "As we have discussed before, Section 6 allows the manager to move monies and change Commission approved programs and policies without a public hearing. Section 6 needs to be revised to allow transfers within individual departments, but require a budget amendment if monies are moved between departments accounts". He stated that his response to the Vice-Mayor was "I checked into the language in the Resolution, especially Section 6. That language has been in the Resolution since Blake Rane's employment with the Town and he has taken that same language and moved it forward. So, I am not certain how many years this language has been in place, but it predates some members of the Commission". Vice-Mayor's response was "I will vote against it". Town Manager D'Agostino responds was "So you would like to revise the language to allow transfers within an individual department through a budget amendment if monies are moved between departments". He clarified what was written by stating that it would be fine to move monies within departments then it does not need to come before the Commission. If they were moving monies from one department to another then a budget amendment would be needed.

Finance Director Rane explained that the language was included before he began employment with the Town. He explained that during his direction if funds are being moved between funds it has been brought to the Commission. If funds are moved out of Contingency then it was brought before the Commission.

Commissioner O'Rourke stated that Section 6 also states that "the total appropriated expenditures by fund do not exceed Commission authorized amounts". He stated that it sounds as though if it were going to happen then it would have to come back before the Commission. He stated that he does not see an issue. Mayor DuBois stated that staff follows this procedure as a matter of Resolution or Ordinance. He asked what Resolution allows this to occur. Finance Director Rane explained that there was a budget amendment Resolution that was used. He stated he has used it when monies are moved between funds, in, or out of contingency. He clarified that he does not use the Resolution if funds are moved from individual departments within the General Fund (i.e., Finance to HR).

Town Manager D'Agostino explained that the reason was that they were not increasing or decreasing the budget, the budget would remain the same. Finance Director Rane asked the Commission for direction if they wanted the additional control. He explained that the only reason why the Resolution includes Section 6 was that it was the only fund that had multiple departments that monies could be moved between. He stated that he bring the Resolution forward when moving monies between funds not between departments. He stated that if the Commission directed he would bring more Resolution forward for adoption.

Commissioner Flaherty stated that he was under the impression that the Town Manager had the authority for anything under \$10,000. Town Manager D'Agostino explained that it was a different issue because it related to purchasing. Commissioner Flaherty asked for clarification regarding the phrase that was used where the budget was not affected by moving monies around because the budget was a plan, it was not a document where the funds that the Town receives through the year.

Finance Director Rane explained that he always verifies that the same amount of monies are being exchanged between departments, so the total amount of the budget was not affected the total amount that the Commission has appropriated during their proceedings.

Commissioner O'Rourke believed that the Resolution does not need to change at this time. Mayor DuBois stated that it could come in the Town Manager's report. Finance Director Rane stated that the Town Manager has included such action in some of his monthly reports. Town Manager D'Agostino gave an example of when he has provided this type of information within his monthly report.

Mayor DuBois asked if a dollar threshold could be included so that the manager could include the information moving forward. Finance Director Rane stated that he would like a final decision tonight so that he could write the Resolution correctly before the next Budget Hearing.

Mayor DuBois suggested \$25,000. Finance Director Rane gave an example of why it was done this year versus other years. Commissioner O'Rourke raised concern regarding placing a limit on the departments and things would take longer to be done. Commissioner O'Rourke stated that this item could be brought back at another time when the Vice-Mayor was present to explain her position. Finance Director Rane explained that he sends financial reports frequently to keep the Commission informed. Mayor DuBois thanked the Vice-Mayor for her comments.

Town Manager D'Agostino stated that he had not completed relaying the Vice-Mayors comments. He felt that the Vice-Mayor did not want Administration to pull funds away from initiatives that the Commission has approved. He stated that the Vice-Mayor has raised this concern because she had this experience in the State of Florida in the past. He finished reading from the Vice-Mayor's text message "the interpretation of Section 6 provides that provision did not come to light until several months ago and that is when I raised a transparency issues with you. Allowing transfers between departments without Commission approvals circumvents the priorities setting process of the budget hearings".

Mayor DuBois stated that we have a budget amendment process that was done halfway through the year and if adjustments need to be made, they are done. He felt the process was satisfactory and did not see a need to change it. He stated that there was one more Budget Hearing in which the Vice-Mayor would attend and provide her feedback. He stated that Section 6 of the Resolution could be amended if necessary. Finance Director Rane reminded the Commission that the Resolutions are submitted to Tallahassee for review and approval. Commissioner Flaherty asked if within the next Fiscal Year budget would it show the adjustments in the numbers. Finance Director Rane explained that in the July Financial Report it would show that some departments are under-running their budgets, while other departments are running over.

Town Manager D'Agostino explained what the budget would do for the Town. He stated it would establish transparency, duties, responsibilities and information distributions. He stated that revenues would be increased outside of the tax rate; support programs and be responsive to public services for the residents. One of the priorities of the budget was to reduce the crime rate, invest in and implement improvements in the Community Redevelopment Agency; promote the Town of Lake Park through organization implementation at Special Events focused on families, neighborhoods, and public parks. He explained that by hiring the Special Events Director they have already begun the process. He explained that the master drainage plan would be updated in several phases, with the first being in 2017, with the second phase in 2018. He stated that the cost of the master drainage phases were approximately \$200,000, with the reconstruction of the drainage pipes and outflows throughout the Town because of the master drainage plan. He stated that road resurfacing, and restriping, would begin in 2017; repairing the roadway along the 700 – 900 blocks of Park Avenue would also be realized during this budget cycle. Development of landscape plans for Park Avenue, the establishment of a visioning group to work with the Town Commission to establish a comprehensive vision for the Town. Preservation of the small Town character was a priority especially when the Mixed-Use corridor on US 1 becomes a densely populated area. Reconstruction of walkable and bikeable roadways in the core residential communities.

He highlighted the improvements proposed in different departments, such as the Marina. He spoke of implementing a facility rentals license fee with catering service providers to use the Mirror Ballroom, Indoor Pavilion at Lake Shore Park, and the Marina meeting room, creating new Town events, hiring a Parks & Recreation Supervisor, adding staff to the Library, and development of summer recreational programs. He stated that Public Works would implement the capital projects of restroom facilities at the parks. He explained that a Stormwater Capital Improvement Plan update to the master drainage would occur. He explained that staff was exploring alternative funding sources in the forms of grants for improvements in Town Hall. He continued by mentioning all the other capital projects that would be implemented throughout the Town during the next Fiscal Year. He explained that staff has researched leasing vehicles versus owning them. He explained that staff would begin stripping roadway throughout the Town.

Mayor DuBois suggested that the Town begin to treat the Streets & Roads Fund the same way as the Stormwater Fund, and Sanitation Fund with a mobility plan, similar to the Stormwater Plan and treat it as Non-Ad Valorem Assessment. He stated that it would be set up as a voter referendum Non-Ad-Valorem Assessment. Town Manager D'Agostino explained how it would be set-up from a budgetary standpoint. Finance Director Rane explained that the Streets & Road Fund was a sub-General Fund with designated tax monies that go, and would not be a true Enterprise Fund, but would be a standalone fund. Mayor DuBois explained how the Fund could assist the Town with the large projects that typically the Town cannot afford to accomplish without increasing the millage rate. He explained that it would be transparent for residents to know exactly where the funds are being used. He explained that it would be a capital project that should be voted on by the public.

Town Manager D'Agostino explained the changes made to the budget since the Commission met with staff during one-on-one sessions. He stated that funding of a Lobbyist has been included for \$20,000 to assist the Town with acquiring additional funding for capital improvements. He stated that the funds would be taken from the Contingency Fund. Finance Director Rane mentioned that the Commission agreed with the health insurance plan proposed by staff. He stated that the Commission were made aware that the Town would not be receiving the anticipated Communication Tax funds. He explained that the Contingency Fund remained at \$80,000 with the minor changes made to the proposed budget.

Commissioner O'Rourke commented that having a Lobbyist does not guarantee that funds would be gained by the Town. He felt it was not a good expenditure at this time. Mayor DuBois explained the history the Town had with Lobbyist and the support received by Commissioners. Commissioner O'Rourke expressed concern regarding spending the funds wisely on a Lobbyist. He stated that the Vice-Mayor was part of the Palm Beach County League of Cities Board and could provide additional feedback regarding the topic. Mayor DuBois explained that staff would experience resistance from the Commission. Town Manager D'Agostino agreed to remove the item from the proposed budget until they know what the Grant Writer could accomplish. Finance Director Rane explained that the selection of a Lobbyist would take a Request for Proposal, presentations by submitters, and then a selection from the Commission. He explained that the process could potentially take us through the end of this Legislative

session. Mayor DuBois stated that the item could be brought back as part of the mid-year budget adjustment if the Commission chose to go through the process. Town Manager D'Agostino distributed a four-year history of Fund Balance & Net Position document (see Exhibit "B").

Mayor DuBois stated that included in the proposed budget were a range of 2-4 percent pay increase for all full-time employees. Finance Director Rane explained that as of October 1, 2016 a cost of living increase of two percent was proposed and then as the annual review comes up, the employee would be eligible for a 1 ½ or 2 percent increase. Mayor DuBois stated that the Town Manager was not included in the rate increases. Finance Director Rane stated that it was not included because the Town Manager works under a contract and it would be up to the Commission to decide on an increase. Mayor DuBois explained that this would be the time for the Commission to decide such an increase. He calculated what a three percent increase would cost the Town. Finance Director Rane suggested that the Commission ask the Town Attorney to draft an addendum to the Town Manager's contract for a pay increase effective October 1, 2016 and bring the addendum to a future agenda. He suggested that the Commission direct him to include the increase in the budget. Commissioner O'Rourke suggested a 3.5 percent increase. Commissioner Flaherty agreed to a 3 percent increase. Commissioner Lynch agreed to a 3 percent increase. Finance Director Rane stated that he would factor in a 3-3.5 percent increase in the Town Manager's salary. Town Manager D'Agostino stated that he would not want to receive more than what other employees receive.

Finance Director Rane suggested that the Commission address that the Town Manager's contract does not include an accrual of Sick Leave at the appropriate rate. Town Manager D'Agostino explained how the Sick Leave portion of his contract was developed. Mayor DuBois stated that he needed additional information regarding Sick Leave before a determination could be made based on the separation agreement and severance pay. Commissioner O'Rourke felt that the issue of Sick Leave could be discussed at a future time.

Finance Director Rane referred to Exhibit "B" and the yellow highlighted areas and how year-to-year there has been an increase in the budget.

PUBLIC COMMENT OPENED:

None

PUBLIC COMMENT CLOSED:

Town Manager D'Agostino stated that each Commissioner met with staff individually to discuss the budget and received an understanding to why the proposed budget included certain items. Commissioner O'Rourke stated that going forward he would like to see certain priorities included in the budget such as Information Technology server equipment, which currently restricts communication between departments updated. Town Manager D'Agostino stated that a plan could be developed on how such plans could be funded. He stated that the issue with iCloud was the level of security and as the level of security increases, it would save the Town money.

Motion: Commissioner O'Rourke moved to approve Resolution 36-09-16 as amended; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner O'Rourke	X		
Vice-Mayor Glas-Castro			Absent
Mayor DuBois	X		

Motion passed 4-0

Finance Director Rane asked the Commission if they preferred a paper copy of the proposed budget or final budget. The Commission asked for paper copies before the September 20, 2016 Final Public Hearing on the Budget meeting.

PUBLIC HEARING ON THE BUDGET CLOSED:

NEW BUSINESS:

3. Setting the 2016/2017 Non-Ad Valorem Assessed Stormwater Rates

Town Manager D'Agostino explained the item (see Exhibit "C"). He explained that there was no proposed increase during Fiscal Year 2016-2017, but staff would bring an agenda item forward during the Fiscal Year proposing an increase and explaining the needs for the increase.

Motion: Commissioner O'Rourke moved to approve setting the 2016/2017 non-ad valorem assessment Stormwater Rate; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner O'Rourke	X		
Vice-Mayor Glas-Castro			Absent
Mayor DuBois	X		

Motion passed 4-0

4. Setting the 2016/2017 Non-Ad Valorem Assessed Sanitation Rates

Town Manager D'Agostino explained the item (see Exhibit "D").

Motion: Commissioner O'Rourke moved to approve setting the 2016/2017 Non-Ad Valorem Assessed Sanitation Rates; Commissioner Flaherty seconded the motion.

Mayor DuBois asked if there was enough funds in the account for what staff would need. Finance Director Rane explained that there were sufficient funds in the account to continue the level of service and rebuilding vehicle.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Lynch	X		
Commissioner O'Rourke	X		
Vice-Mayor Glas-Castro			Absent
Mayor DuBois	X		

Motion passed 4-0

PUBLIC COMMENT:

None

On behalf of the Town Commission, Mayor DuBois thanked the Town Manager and staff for their efforts on the budget.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Assistant Town Attorney Gardner stated that the Town Attorney would be made aware of the changes proposed to the Town Manager's contract.

Town Manager D'Agostino had no comments.

Commissioner Lynch had no comments.

Commissioner O'Rourke had no comments.

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro was absent.

Mayor DuBois had no comments.



Exhibit "A"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 8, 2016 Agenda Item No. Tab 1

Agenda Title: Resolution Adopting the Proposed Millage Rate For Fiscal Year 2016-2017

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS**
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager [Signature] Date: 8-10-16

Blake K. Rane Finance Director
Name/Title [Signature]

Originating Department: FINANCE	Revenue: \$ <u>2,926,667</u> Funding Source: Property Taxes Acct. # 001-311.100 [X] Finance ___ BKR ___	Attachments: Resolution <u>35</u> -09-16
Advertised: Date: No later than <u>8/20/2016</u> Via: ___ Mailed TRIM notices ___ [] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone ___ BKR ___ or Not applicable in this case ___ Please initial one.

Summary Explanation/Background:

This is the second year that I am trying to explain how the Town Millage rate has transitioned from containing the Palm Beach Fire/Rescue ("PBC F/R") millage for fiscal year 2014-2015 to excluding the PBC F/R millage for fiscal year's 2015-2016 and 2016-2017. While the combined rate remains the same in many documents the rates are separated, which may confuse the reader. Please see the attached table which demonstrates the rate equality:

Town of Lake Park Millage comparison			
Fiscal Year	2014-2015	2015-2016	2016-2017
Town Millage Rate	8.8055	5.3474	5.3474
PBC F/R Millage Rate	0.0000	3.4581	3.4581
Combined	8.8055	8.8055	8.8055

In accordance with Florida Statute the Town must approve a Resolution to adopt a "proposed millage" for the next fiscal year. This is required for Statutory Truth in Millage (TRIM) compliance. Any changes proposed by the Town Commission at this, the First Budget Hearing, will be incorporated into this budget.

Fla. Stat. 200.065(2)(c) requires that: "Within 80 days of the certification of value pursuant to subsection (1), but not earlier than 65 days after certification, the governing body of each taxing authority shall hold a public hearing on the tentative budget and proposed millage rate. Prior to the conclusion of the hearing, the governing body of the taxing authority shall amend the tentative budget as it sees fit, adopt the amended tentative budget, re-compute its proposed millage rate, and publicly announce the percent, if any, by which the recomputed proposed millage rate exceeds the rolled-back rate computed pursuant to subsection (1). That percent shall be characterized as the percentage increase in property taxes tentatively adopted by the governing body."

Recommended Motion:

I move approval of Resolution No. 35-09-16 setting the operating millage rate at 5.3474 mills and the debt millage rate at 1.4280 mills for the Fiscal Year 2016-2017.

TOWN OF LAKE PARK
 Four year history of FUND BALANCE & NET POSITION
 With a history of the Pooled Cash Balances
 Balances are as of September 30 of the relative years

Exhibit "B"

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Unassigned Fund Balance				
General Fund	\$ 20,643	\$ 198,722	\$ 544,245	\$ 563,362
CRA	\$ (231,918)	\$ (191,941)	\$ (175,829)	\$ (105,427)
Streets & Roads	\$ (4,365)	\$ (32,649)	\$ (78,060)	\$ 239,729
Total Fund Balance				
Debt Service Fund	\$ 123,385	\$ 106,624	\$ 90,898	\$ 94,030
Special Projects Fund (301)	\$ 18,458	\$ 26,915	\$ 21,418	\$ 13,596
Capital projects Fund (302)	\$ 16,592	\$ 16,593	\$ 16,593	\$ 16,593
Unrestricted Net Position				
Marina	\$ (2,924,454)	\$ 257,142	\$ 37,870	\$ (425,852)
Sanitation	\$ 538,353	\$ 68,829	\$ 62,549	\$ 277,863
Stormwater	\$ 234,173	\$ 303,367	\$ 298,433	\$ 394,487
	<u>\$ (2,209,133)</u>	<u>\$ 753,602</u>	<u>\$ 818,117</u>	<u>\$ 1,068,381</u>
Pooled Cash Balance at year-end	<u>\$ 1,212,029</u>	<u>\$ 1,641,563</u>	<u>\$ 1,852,630</u>	<u>\$ 2,649,070</u>



Exhibit "c"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 8, 2016

Agenda Item No. Tab 3

Agenda Title: Setting the 2016-2017 Non-Ad Valorem Assessed Stormwater Rates

- Checkboxes for SPECIAL PRESENTATION/REPORTS, BOARD APPOINTMENT, PUBLIC HEARING ORDINANCE ON ___ READING, NEW BUSINESS (checked), and OTHER.

Approved by Town Manager [Signature] Date: 9-10-16

Blake K. Rane [Signature] Finance Director Name/Title

Table with 3 columns: Originating Department (FINANCE), Costs (N/A), Attachments (Copy of Resolution 33-08-09), Advertised (Not Required), and notification status.

Summary Explanation/Background:

Each fiscal year, the Commission must either renew the existing Non-Ad Valorem Stormwater rate by motion or adjust the rate as it sees fit by Resolution.

The existing rate of \$6.50 per month for each Equivalent Stormwater Unit (ESU) was established in August 2009 pursuant to Resolution 33-08-09, a copy of which is attached.

Recommended Motion:

I move that we maintain the existing Non-Ad Valorem Stormwater rate of \$6.50 per ESU per month for fiscal year 2016-17.



Exhibit "D"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 8, 2016 **Agenda Item No.** *Tab 4*

Agenda Title: **Setting the 2016-2017 Non-Ad Valorem Assessed Sanitation Rates**

- SPECIAL PRESENTATION/REPORTS
 - BOARD APPOINTMENT
 - PUBLIC HEARING ORDINANCE ON ____ READING
 - NEW BUSINESS
 - OTHER: _____
- CONSENT AGENDA
 - OLD BUSINESS

Approved by Town Manager *[Signature]* **Date:** *9-10-16*

Blake K. Rane *BKR* **Finance Director**
Name/Title

Originating Department: <p style="text-align: center;">FINANCE</p>	Costs: \$ <i>N/A</i> Funding Source: Acct. # <input checked="" type="checkbox"/> Finance ____ <i>BKR</i> ____	Attachments: Copy of Resolution 20-07-14 with Exhibits A & B
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u><i>_BKR_</i></u> Please initial one.

Summary Explanation/Background:

Each fiscal year, the Commission must either renew the existing non-Ad Valorem Residential and Commercial Sanitation rates by motion or adjust the rate as it sees fit by Resolution.

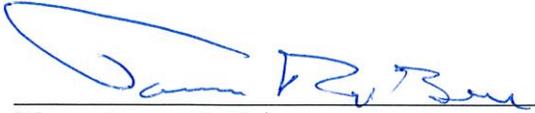
The Sanitation rates were adjusted in July 2014 pursuant to Resolution 20-07-14, a copy of which is attached along with Exhibits A & B which show the details of the 2014 rates. Staff recommends that no adjustment be made to the rates and that they be held constant.

Recommended Motion:

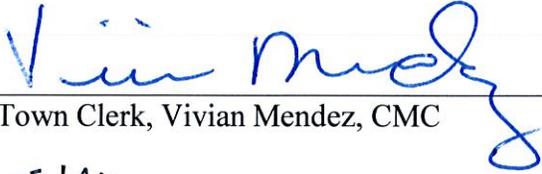
I move that we maintain the existing Non-Ad Valorem Sanitation rates as set forth in Exhibits A & B for fiscal year 2016-2017.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner O'Rourke and seconded by Commissioner Lynch, and by unanimous vote, the meeting adjourned at 8:18 p.m.



Mayor James DuBois



Town Clerk, Vivian Mendez, CMC



Approved on this 21 of September, 2016



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
First Public Hearing
On the Budget Meeting
Thursday, September 8, 2016 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Michael O'Rourke	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. CALL TO ORDER/ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC HEARING:

***** OPEN PUBLIC BUDGET HEARING*****

- A. Staff Report
- B. Public Comments
- C. Commission Deliberation

1. Resolution No. 35-09-16 Adopting the Proposed Millage Rate for Fiscal Year 2016-2017

Tab 1

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE FOR THE TOWN OF LAKE PARK FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; 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 2016/2017; PROVIDING FOR AN EFFECTIVE DATE.

2. Resolution No. 36-09-16 Adopting a Tentative Budget for Fiscal Year 2016-2017 Tab 2

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPERATE 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, 2016, AND ENDING SEPTEMBER 30, 2017, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

******* CLOSE PUBLIC BUDGET HEARING*******

D. NEW BUSINESS:

3. Setting the 2016/2017 Non-Ad Valorem Assessed Stormwater Rates Tab 3

4. Setting the 2016/2017 Non-Ad Valorem Assessed Sanitation Rates Tab 4

E. PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

F. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

G. ADJOURNMENT:

The Final Public Hearing on the Budget will be conducted on Tuesday, September 20, 2016