



**CITY OF LIGHTHOUSE POINT, FLORIDA
CITY COMMISSION BUDGET WORKSHOP MINUTES
JUNE 20, 2017 – 5:05 P.M.**

The City Commission meeting was held in Fletcher Hall, located at 2200 N.E. 38 Street, Lighthouse Point, Florida 33064.

Call to Order

The budget workshop of the City Commission of the City of Lighthouse Point, Florida, was called to order at 5:05 p.m. by Commission President Johnson to review and consider the proposed budget for Fiscal Year 2017-2018.

Roll Call

Mayor Glenn Troast	City Clerk Jennifer M. Oh
Commission President Sandy Johnson	Finance Director Frank DiPaolo
Commission Vice President Jason D. Joffe	Fire Chief David Donzella
Commissioner Michael S. Long	Library Director Christy Keyes
Commissioner Earl Maucker	Police Chief Ross Licata
Commissioner Kyle Van Buskirk – attended by phone	Recreation Director Becky Lysengen
City Attorney Michael D. Cirullo, Jr.	City Administrator John D. Lavisky
Public Works Director Chuck Schramm - absent	

Mayor Troast and Finance Director DiPaolo provided an overview of the proposed budget.

GENERAL FUND REVENUES FISCAL YEAR 2017-2018

Ad Valorem Taxes	\$7,715,000
Gas Taxes	191,500
Franchise Fees	897,400
Utility Service Taxes	2,413,000
Local Business Taxes	73,000
Permits	830,600
Intergovernmental	1,170,500
User Charges – City Clerk	43,000
User Charges - Police	43,400
User Charges - Fire	271,750
User Charges - Library	3,150
User Charges - Recreation	104,000
Fines and Forfeitures	99,350
Special Assessments	710,000
Miscellaneous Revenue	95,000
Other Sources	306,338
Use of Budget Surplus	--
Total General Fund Revenues	\$14,966,988

Commissioner Joffe inquired about capital improvements funded by the Infrastructure Fund. Finance Director DiPaolo explained that the Public Works Director provides anticipated needs for the upcoming budget, which are reviewed by the City Administrator and then provided to the Finance Director to be included in the Capital Improvement Plan. Mayor Troast added that this is a plan, not a budget. The plan is that we may need to spend the money, but don't spend it if we don't need to.

GENERAL FUND EXPENSES FISCAL YEAR 2017-2018

BUDGET REQUEST CITY COMMISSION

Personal Services	\$42,991
Operating Expenditures	67,117
Grants and Aids	11,195
Total City Commission	\$121,303

Commissioner Johnson asked how the County assesses the number of personnel required to participate in municipal elections. The City Clerk will reach out to the Supervisor of Elections to request the formula used to determine the number of pollworkers needed for each precinct.

BUDGET REQUEST MAYOR

Personal Services	\$30,139
Operating Expenditures	16,458
Total Mayor	\$46,597

BUDGET REQUEST FINANCE & ADMINISTRATION

Personal Services	\$638,104
Operating Expenditures	129,790
Total Administration/Finance	\$767,894

BUDGET REQUEST CITY ATTORNEY

Operating Expenditures	\$151,000
Total City Attorney	\$151,000

BUDGET REQUEST SUPPORT SERVICES

Personal Services	\$93,049
Operating Expenditures	486,740
Capital Outlay	25,000
Debt Service	237,453
Total Support Services	\$842,242

BUDGET REQUEST POLICE DEPARTMENT

Personal Services	\$5,143,335
Operating Expenditures	266,444
Capital Outlay	27,015
Total Police Department	\$5,436,794

BUDGET REQUEST FIRE DEPARTMENT

Personal Services	\$3,752,471
Operating Expenditures	196,830
Capital Outlay	155,023
Total Fire Department	\$4,104,324

The City levies a non-ad valorem special assessment on the annual property tax bill to partially fund the City's fire protection services. The proposed budget includes an increase to current rates of approximately \$11 per single family parcel. This increase would still place Lighthouse Point with the lowest adopted fire assessment rate in Broward County. City Commissioners discussed increasing the rate to \$22 to fund the City's fire protection services. The tentative fire assessment rate is set in July. Consensus of the City Commission was for Finance Director DiPaolo to provide some options about how to allocate additional funds for fire department capital improvements.

BUDGET REQUEST BUILDING DEPARTMENT

Personal Services	\$236,537
Operating Expenditures	387,400
Total Building Department	\$623,937

BUDGET REQUEST CODE ENFORCEMENT

Personal Services	\$263,221
Operating Expenditures	22,665
Total Code Enforcement	\$285,886

BUDGET REQUEST PUBLIC WORKS

Personal Services	\$1,008,385
Operating Expenditures	425,106
Total Public Works	\$1,433,491

BUDGET REQUEST COMMUNITY BUS

Personal Services	\$35,553
Operating Expenditures	9,920
Total Community Bus	\$45,473

BUDGET REQUEST LIBRARY

Personal Services	\$303,958
Operating Expenditures	33,380
Capital Outlay	44,000
Total Library	\$381,338

Commissioners inquired about \$10,000 decrease for funds appropriated for books in the Library. Finance Director DiPaolo said that the reasoning behind this decision is that the department rarely spends the amount budgeted. Mayor Troast said he has discussed this with the Library Director and has promised that money will be there if she needs it. He added that the numbers

can be adjusted back up to \$52,000 at the budget hearings in September. The Mayor has committed to the Library Director that she will have the money she needs.

BUDGET REQUEST RECREATION

Personal Services	\$266,222
Operating Expenditures	182,885
Capital Outlay	117,700
Other Uses – Transfers Out	159,902
Total Recreation	\$726,709

Commissioner Long inquired about a request he made at the May 23rd City Commission meeting regarding the increase in participation in the Recreation Department. He had requested something showing the participation increase over a five or ten year range. The Recreation Director didn't realize she was required to provide this information. She did provide a fee comparison for park rentals. Commissioner Long does want to know the number of people participating in the programs and whether the City creates revenue over expenses.

Total General Fund Expenditures **\$14,966,988**

ALL OTHER FUNDS EXPENSES - FISCAL YEAR 2017-2018

REVENUE BUDGET TENNIS CENTER

Charges for Services	\$240,902
Total Tennis Center	\$240,902

BUDGET REQUEST TENNIS CENTER

Personal Services	\$191,586
Operating Expenditures	49,316
Total Tennis Center	\$240,902

REVENUE BUDGET GARBAGE FUND

Charges for Services	\$1,635,000
Miscellaneous Revenues	63,000
Contributions	21,300
Total Garbage Fund	\$1,719,300

BUDGET REQUEST GARBAGE FUND

Operating Expenditures	\$1,664,300
Other Uses	55,000
Total Garbage Fund	\$1,719,300

REVENUE BUDGET DEBT SERVICE FUND

Taxes	\$397,000
Interest	85
Use of Budget Surplus	10,634
Total Debt Service Fund	\$407,719

BUDGET REPORT DEBT SERVICE FUND

Debt Service	\$407,719
Total Debt Service Fund	\$407,719

REVENUE STORMWATER UTILITY FUND

Charges for Services	\$265,000
Miscellaneous Revenues	1,500
Use of Budget Surplus	74,500
Total Debt Service Fund	\$341,000

BUDGET REPORT STORMWATER UTILITY FUND

Operating Expenditures	\$56,000
Capital Outlay	230,000
Other Uses	55,000
Total Debt Service Fund	\$341,000

There being no further business the budget workshop was adjourned at 6:30 p.m.

ATTESTED

APPROVED

By: Jennifer M. Oh
Jennifer M. Oh, City Clerk

By: Sandy Johnson
Sandy Johnson, Commission President

