

June 8, 2020

Budget Workshop Meeting  
500 Greynolds Circle  
Lantana, FL 33462

5:30 p.m.



**LANTANA TOWN COUNCIL**

DAVID J. STEWART, MAYOR \_\_\_\_\_  
LYNN J. MOORHOUSE, VICE MAYOR \_\_\_\_\_  
MALCOLM BALFOUR, VICE MAYOR PRO TEM \_\_\_\_\_  
KAREN LYTHGOE, COUNCILMEMBER \_\_\_\_\_  
MARK ZEITLER, COUNCILMEMBER \_\_\_\_\_

**LANTANA STAFF**

DEBORAH S. MANZO, TOWN MANAGER \_\_\_\_\_  
R. MAX LOHMAN, TOWN ATTORNEY \_\_\_\_\_  
KATHLEEN DOMINGUEZ, CMC, TOWN CLERK \_\_\_\_\_

PUBLIC IN ATTENDANCE \_\_\_\_\_

**IMPORTANT NOTICE REGARDING COVID-19 AND PUBLIC ACCESS:**

Temporary restrictions have been placed on the public's access to the Council Chambers due to the COVID-19 Public Health Emergency. Please be advised that seating is limited.

**PUBLIC COMMENT PARTICIPATION:**

- Outside speakers will be turned on during all public meetings.
- Chairs will be provided for citizens to use during public meetings.
- A sign-in table will be placed outside with a collection box for the blue comment cards. A staff member will obtain the collection basket before and during meetings.
- Any person may be heard by the Town Council during the public comment period for no more than 3 minutes. The speaker's podium will be placed by the Chambers entrance/exit door. The public may enter the chambers to make their comments and then must exit back outside.
- Comments may also be submitted by 5pm before the meeting via the online public comment form available on the Town's website or by contacting Kathleen Dominguez, Town Clerk via email: [kdominguez@lantana.org](mailto:kdominguez@lantana.org) or BY phone: (561) 540-5016.

**\*NOTE: THIS TOWN COUNCIL MEETING CAN ALSO BE ACCESSED ONLINE.  
PLEASE SEE THE LAST PAGE FOR DETAILS. \***

1. **ROLL CALL, MOMENT OF SILENT PRAYER, PLEDGE OF ALLEGIANCE**
2. **STAFF PRESENTATION OF THE DRAFT FISCAL YEAR 2021 BUDGET**
3. **COUNCIL DISCUSSION**
4. **STATEMENTS FROM THE PUBLIC**
5. **ADJOURNMENT**

To join the June 8, 2020 Budget Workshop Meeting from your computer, tablet or smartphone:  
<https://global.gotomeeting.com/join/782729189>

**You can also dial in using your phone:** United States: [+1 \(312\) 757-3121](tel:+13127573121)

**Access Code:** 782-729-189

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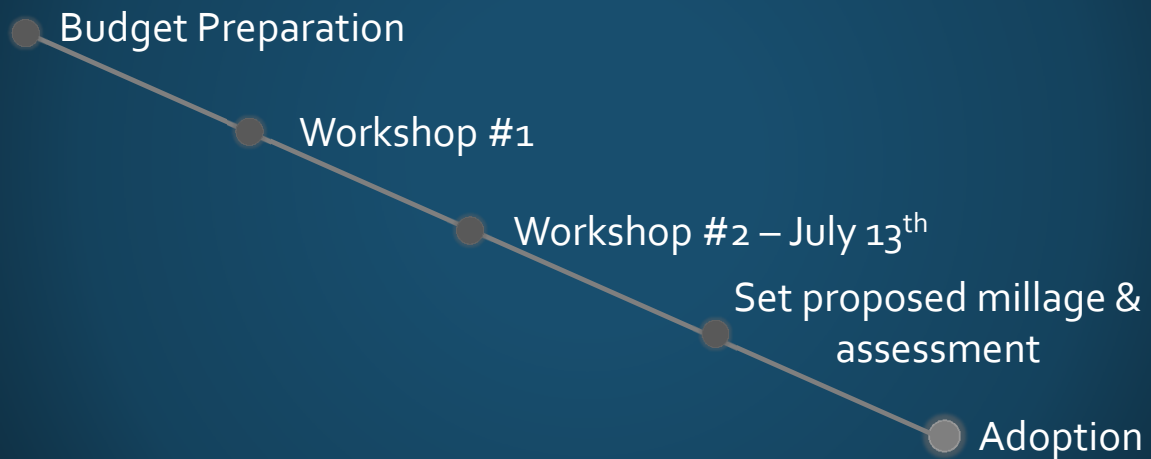
**Americans with Disabilities Act:** In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) working days advance notice of any meeting, by contacting Kathleen Dominguez, Town Clerk at Lantana Town Hall, 500 Greynolds Circle, Lantana, Florida, 561-540-5000.

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“If a person decides to appeal any decision made by the Town Council with respect to any matter considered at subject meeting, he will need a record of the proceedings and for such purpose, he 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.” (F.S. 286.0105)

# TOWN OF LANTANA FISCAL YEAR 2020/2021 BUDGET WORKSHOP

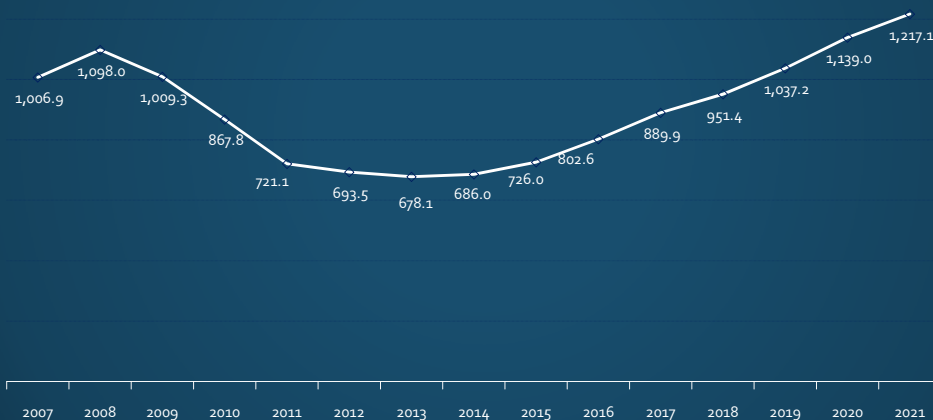
## WHERE ARE WE IN THE BUDGET PROCESS



# TAXABLE VALUES

Certified taxable value for FY 2020 budget	\$1.139 billion
V.A.B. completed	
Taxable value for FY 2021-EST. (\$14.4M in new construction)	\$1.217 billion
Increase in value	\$78 million
Percentage increase	6.9%

# TAXABLE VALUES



## AD VALOREM REVENUE

- Ad Valorem revenue using \$3.5 millage rate is \$4.05 million assuming a 95% collection rate.
- Rolled-back millage rate of \$3.3149.
- Property tax revenue increases \$228,000 or 6% when using the same millage rate.

## GENERAL FUND REVENUES

- Total revenue projections are \$12.4 million, an increase of \$229,000 compared to the FY 2020 budget.
  - \$228k **increase** in property taxes
  - \$185k **increase** in building permits
  - \$30k **increase** in assessments
  - \$100k **decrease** in sales-based taxes
  - \$100k **decrease** in parking fees
- Non-ad valorem assessments
  - Solid waste collection – \$336.36 annual curbside (2.4% increase) and \$215.52 annual containerized (2.1% increase)
  - Hypoluxo Island gas line - \$78,113 with \$263.54 assessment

## GENERAL FUND EXPENDITURES

- Cost of Living Adjustment (COLA) of 1.5%; the merit plan is budgeted with a 0-5% range for general employees based on their annual evaluation and 0-5% range for sworn officers pursuant to career development program.
- Pension costs are projected at 39.51% of wages for sworn officers at a cost of \$932,000.
- Pension costs for general fund employees are 7% of wages with a matching program of up to 2%. Total cost of \$325,000 (all funds).
- Health & dental insurance are tentatively budgeted to increase 20% for a total cost of \$1,720,000 (all funds).

## GENERAL FUND EXPENDITURES

- Department changes:
  - Police – add 1 Dispatcher and 1 Detective
  - Finance – reclass/promote part-time HR Admin. Asst. to full-time HR Coordinator; reclass/promote HR/Risk Manager to Asst. HR Director
  - Development Services – reclass/promote Admin. Asst. to Exec. Asst.
  - Library – increase part-time staffing hours
- Holiday closings at noon on New Year's Eve, Good Friday, Wednesday before Thanksgiving, Christmas Eve, and holiday party; closing at 2:00 p.m. July 2<sup>nd</sup>.
- Includes debt "payment" of \$59,000 (Gas line-FY 2024)
- Capital projects = \$97,700
- Current deficit = \$353,719 with approximately \$25k for COVID-related costs and \$244k approved by Council on May 11<sup>th</sup> for 100<sup>th</sup> anniversary expenditures.

## GENERAL FUND CAPITAL EXPENDITURES

Department	Description	Amount
Administration	Computer-Town Manager	\$ 2,000
Finance	Computer-Finance Director	\$ 2,000
Finance	Computer-IT Manager	\$ 2,400
Police	Computer-MCT in vehicle	\$ 2,800
Police	Computers (2)-Det. Sgt. & Investigator	\$ 5,000
Police	Computer-MCT in vehicle (new Detective)	\$ 2,500
Dev Services	Computer-Asst. Development Services Director	\$ 2,500
Dev Services	Computer-Code Enforcement Officer	\$ 1,500
Dev Services	Computer-Code Enforcement Supervisor	\$ 1,500
Operations	Computer-Administrative Assistant	\$ 1,500
Operations	Computer-Public Works Supervisor	\$ 1,500
Operations	Computer-Parks & Recreation Supervisor	\$ 1,500
Operations	Computer-Vehicle Maintenance Supervisor	\$ 1,500
Operations	Towed aerial lift	\$ 30,000
Operations	Park improvements; benches, court repairs, etc.	\$ 8,000
Operations	All terrain vehicle	\$ 16,500
Library	Books	\$ 15,000

## INFRASTRUCTURE SURTAX FUND

- \$785,500 in projected revenue
- \$9,000 Sportsman's Park launch deck
- \$120,000 Beach walkway rails
- \$120,000 Bicentennial Park playground relocation and upgrade
- \$450,000 paving projects

## GRANTS FUND

- \$80,000 CDBG neighborhood improvement project

## UTILITY FUND REVENUES

- Operating revenues projected to increase \$200,000.
- Rate adjustment per Ordinance of May CPI to be released June 10<sup>th</sup>.



## UTILITY FUND EXPENDITURES

- Same benefits provided to general employees as in the General Fund
- Includes debt payment of \$495,500 (10/2021)
- Includes capital requests of \$246,000
- Current surplus = \$7,000

## UTILITY FUND CAPITAL EXPENDITURES

Department	Description	Amount
Operations	Computer-Utilities Assistant Director	\$ 2,000
Operations	Vehicle-Utilities Assistant Director	\$ 22,000
Operations	East Lantana Road repairs	\$ 145,000
Operations	Water plant roof replacement	\$ 45,000
Operations	Video recording system-water plant	\$ 10,000
Operations	Vehicle-water plant	\$ 22,000

## WHAT'S NEXT?

- July 1st – receive certified taxable values from the Property Appraiser.
- Incorporate Council direction into budget.
- Prepare for budget workshop July 13<sup>th</sup>.
- July 13<sup>th</sup> Council Meeting – set proposed millage rate & date/time of 1st Public Budget Hearing.