



AGENDA
CITY COMMISSION SPECIAL MEETING
CITY HALL COMMISSION CHAMBER
TUESDAY, SEPTEMBER 13, 2016 - 6:00 PM

1. ROLL CALL:

2. PLEDGE OF ALLEGIANCE: Led by Commissioner Christopher McVoy

3. PUBLIC HEARINGS:

A. Resolution No. 42-2016 - First Public Hearing - establish the Fiscal Year 2016-2017 tentative general City millage rate and schedule the second public hearing date for September 20, 2016

B. Resolution No. 43-2016 - First Public Hearing - adopt the Fiscal Year 2016-2017 proposed City budget and schedule the second public hearing date for September 20, 2016

4. NEW BUSINESS:

A. Adopt the Fiscal Year 2017-2021 Capital Improvement Plan

B. Resolution No. 44-2016 - Establish the Fiscal Year 2017 fees and charges for the City general Government, Electric and Water

C. Resolution No. 45-2016 - Solid Waste Assessment for FY17

D. Resolution No. 46-2016 - Stormwater Assessment for FY17

5. ADJOURNMENT:

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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)

NOTE: ONE OR MORE MEMBERS OF ANY BOARD, AUTHORITY OR COMMISSION MAY ATTEND AND SPEAK AT ANY MEETING OF ANOTHER CITY BOARD, AUTHORITY OR COMMISSION.



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 42-2016 - First Public Hearing - establish the Fiscal Year 2016-2017 tentative general City millage rate and schedule the second public hearing date for September 20, 2016

SUMMARY:

This Resolution sets the tentative millage to fund the City's proposed FY 2016-2017 operating budget. The tentative millage is 5.4945 mils.

BACKGROUND AND JUSTIFICATION:

The budget and property tax rate adoption process is governed by Chapter 200, Florida Statutes, which sets forth the TRIM (Truth-In-Millage) process. In Florida, properties are assessed by the County Property Appraiser; levied by each taxing entity; and, collected by the County Tax Collector. Taxing entities are required to hold two public hearings for the adoption of a property tax (millage) rate and budget. The first public hearing is advertised by the Property Appraiser mailing a TRIM notice to each property owner. Chapter 200, Florida Statutes, requires the City to:

1. Notify the County Property Appraiser of the City's tentative millage rate in July and of the date and time of first public hearing on the millage and budget. The City complied with this requirement after the City Commission adopted a proposed tentative millage of 5.4945 mils at a regularly scheduled meeting on July 19, 2016 and the City informed the Property Appraiser of the first hearing date and time (September 13, 2016, at 6:00pm). The Property Appraiser sent out its TRIM notice notifying the citizens of the tentative millage rate and date and time of the first hearing.
2. Hold its first public hearing on the tentative millage rate and proposed budget. The City is conducting the first public hearing on September 13, 2016 (this agenda) and City staff is proposing a tentative millage rate and proposed budget to be adopted.
5. Advertise the tentative rate and proposed budget adopted at the first public hearing and the date and time of the second public hearing in a newspaper of general circulation (the Palm Beach Post). The advertisement must be published 2 to 5 days prior to the final public hearing, which is scheduled for September 20, 2016 at 6:00 PM.
6. At the second public hearing, the City Commission must adopt a final millage rate and final operating budget for fiscal year 2016-2017.

7. Subsequent to the final adoption, the City must deliver the resolution adopting the final millage rate to the County Property Appraiser, the County Tax Collector, and the Department of Revenue within 3 days after the final public hearing.

For FY 2016 (the 2016 tax year), the certified taxable value of real and personal property within the City of Lake Worth increased by \$159,590,974 or 12.14%. This is the fourth increase in taxable value since the peak of the real estate market in FY 2008, prior to this year's increase taxable values had declined over 51% through FY 2014. The 12.14% is the total increase in taxable value including the CRA district.

With the inclusion of the County Fire MSTU millage 3.4581, the City's maximum available Operating Millage cannot exceed 6.5419 mills. The tentative millage is 5.4945 mills (or \$5.4945 per \$1,000 assessed valuation), which is 7.8347% more than the rolled-back rate of 5.0953 mills.

MOTION:

I move to approve/disapprove Resolution No. 42-2016 which adopts a tentative millage rate of 5.4945 mills for the Fiscal Year 2016-2017 and schedule the second public hearing on September 20th, 2016 at 6.00 P.M.

ATTACHMENT(S):

Rollback Rate and Millage Calculation
Millage Resolution



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 43-2016 - First Public Hearing - adopt the Fiscal Year 2016-2017 proposed City budget and schedule the second public hearing date for September 20, 2016

SUMMARY:

In accordance with the City's code of ordinances and Florida Statutes, the FY 2016-2017 Proposed Annual Budget for the City of Lake Worth is hereby submitted. Expenditures in the Proposed FY 2016-2017 Annual Operating Budget total \$171,869,270 for all City funds. Attached to this item is a schedule of expenditures by fund.

BACKGROUND AND JUSTIFICATION:

The Proposed FY 2016-2017 Annual Operating Budget contains program changes relating to building City operations that will help push forward economic recovery.

Highlights of the FY 2016-2017 budget are:

- No change in the General Fund millage rate of 5.4945 mils
- Use of approximately \$365,287 of General Fund available fund balance
- No change in Electric Utility rates
- Increase in Local Sewer rates of 3% to offset increased capital projects costs related to the East Central Regional (ECR) Facility.
- Increase in Water rates of 2.75% to offset capital projects costs including the 2" watermain replacement.
- Contract with the PBSO for five (5) additional Deputy Sheriffs
- No changes to Sanitation and Stormwater rates
- No changes to parking rates

The City Commission has held four budget workshops, including Financial Modelling by Burton & Associates Consultants over a four month time frame. The City's FY 2016-2017 operating budget has been balanced and is submitted for approval.

MOTION:

I move to approve/not approve Resolution No. 43-2016 on first public hearing to adopt the proposed Fiscal Year 2016-2017 annual operating budget of the City of Lake Worth; and schedule the second public hearing date on September 20, 2016 at 6:00 PM.

ATTACHMENT(S):

1. Resolution
2. Proposed FY 2016-2017 City Budget- Fund Summaries (5)
3. Budget Summary of Revenues and Expenditures



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Adopt the Fiscal Year 2017-2021 Capital Improvement Plan (CIP)

SUMMARY:

The 5-Year Capital Improvement Plan (CIP) is the capital improvement blueprint for changes to the City's infrastructure. This plan will help guide departments to implement the Commission's vision for the City's future.

BACKGROUND AND JUSTIFICATION:

The CIP is a major component of establishing a long range financial plan for the City. The CIP serves as a multi-year plan that budgets the costs for maintaining and upgrading the City's infrastructure, vehicle replacements, as well as significant maintenance projects. The minimum cost threshold for CIP projects is \$25,000.

As indicated in **Table.1**, total 5-YR expenditures for capital projects is \$68,958,338. Funding for the first year FY 2017 capital projects of \$16,912,932 (rounded) has been include in the FY 2017 Annual Operating Budget. The Park of Commerce project is funded from various department sources and grants in the amount of \$2.2M.

SUMMARY OF PROJECTS BY DEPARTMENTS							
DEPARTMENTS	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	5-Yr Total	% / 5 Yr Total
Community Sustainability	85,100	75,000	-	-	-	160,100	0.23%
Information Technology	234,929	195,000	160,000	160,000	160,000	909,929	1.32%
Leisure Services	303,604	63,650	-	-	-	367,254	0.53%
Public Services	2,365,741	1,924,980	2,365,799	1,405,000	1,080,000	9,141,520	13.26%
Utility Electric	3,240,157	1,631,888	3,880,888	100,000	100,000	8,952,933	12.98%
Utility Water & Sewer	10,683,401	15,501,735	7,791,884	7,135,470	8,314,112	49,426,602	71.68%
Totals	\$16,912,932	\$19,392,253	\$14,198,571	\$8,800,470	\$9,654,112	\$68,958,338	100%
Yearly Percentage	25%	28%	21%	13%	14%	100%	

Table .1

MOTION:

I move to approve/ disapprove the adoption of the Fiscal Year 2017-2021 Capital Improvement Plan, subject to changes based on the adoption of the Fiscal Year 2017 Annual Operating Budget on September 20, 2016

ATTACHMENT(S):

FY 2017-2021 Capital Improvement Plan



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 44-2016 - establish the Fiscal Year 2016-2017 fees and charges for the City

SUMMARY:

The Resolution establishes fees and charges for services rendered by the City for Fiscal Year 2016-2017. The fees and charges for various services are reviewed and revised on an annual basis during the budget adoption process in order to provide resources to fund the City's upcoming budget.

BACKGROUND AND JUSTIFICATION:

The City Charter, code of ordinances and Florida Statutes provide the City Commission authority to set fees and charges for City services. The City Commission adopted a comprehensive fee and charges structure for the first time for the 2012-2013 Fiscal Year for City services. This resolution seeks to continue that comprehensive schedule of fees and charges for Fiscal Year 2016-2017. The existing schedule of fees and charges has been reviewed and revised and the attached schedule represents a reasonable reimbursement to the City for its anticipated, actual cost in providing City services for the 2016-2017 Fiscal Year.

MOTION:

I move to approve/disapprove Resolution No. 44-2016 establishing certain Fiscal Year 2016-2017 fees and charges for the City of Lake Worth.

ATTACHMENT(S):

Resolution
Exhibits A, B & C Schedule of Fees and Charges



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 45-2016 - Solid Waste Assessment for FY17

SUMMARY:

This Resolution will provide for the unchanged special assessment amount of \$245.76 for Fiscal Year 2016-2017. The Special Assessment for Solid Waste (Garbage) disposal provides the funding for the solid waste disposal services of the City. The proposed Fiscal Year 2016-2017 budget for the refuse fund is based on the collection of these assessments.

BACKGROUND AND JUSTIFICATION:

On August 18, 2009, the Lake Worth City Commission adopted Ordinance 2009-22, which sets out the process the City uses to establish special assessments for essential services and capital improvements. Pursuant to the Ordinance, the City Commission will need to approve the special assessment for solid waste services by an Annual Resolution.

Since 2009, the City Commission has approved staff's recommendation for use of the County's uniform annual billing & collection method for City residential solid waste fees and stormwater fees. This policy allowed City garbage and stormwater fees to be reflected on the annual property tax bill rather than the City monthly utility bill. This change was made to help address the City's delinquent utility billing levels by ensuring collection of fees from property owners. This resolution, the supplemental notices, and associated costs or professional fees are expected to be funded from the respective solid waste (Garbage) and Stormwater program budgets.

MOTION:

I move to approve/disapprove Resolution No. 45-2016 adopting the City of Lake Worth refuse special assessment fee for Fiscal Year 2016-2017.

ATTACHMENT(S):

Resolution



AGENDA DATE: September 13, 2016, Special Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 46-2016 - Stormwater Assessment for FY17

SUMMARY:

This Resolution will set the unchanged Special Assessment fee of \$75.60 per ERU for Stormwater for the upcoming year. The Fiscal Year 2016-2017 budget for the stormwater system fund is predicated on these assessments.

BACKGROUND AND JUSTIFICATION:

On August 18, 2009, the Lake Worth City Commission adopted Ordinance 2009-22, which sets out the process the City uses to establish special assessments for essential services and capital improvements. Pursuant to the Ordinance, the City Commission will need to approve the special assessment for Stormwater services by an annual Resolution.

Since 2009 the City Commission has approved staff's recommendation for use of the County's uniform annual billing & collection method for City residential solid waste fees and stormwater fees. This policy allowed City garbage and stormwater fees to be reflected on the annual property tax bill rather than the City monthly utility bill. This change was made to help address the City's delinquent utility billing levels by ensuring collection of fees from property owners. This resolution, the supplemental notices, and associated costs or professional fees are expected to be funded from the respective solid waste and stormwater program budgets.

MOTION:

I move to adopt/not adopt Resolution No. 46-2016 setting the City of Lake Worth stormwater special assessment for Fiscal Year 2016-2017.

ATTACHMENT(S):

Fiscal Impact Analysis – Not applicable
Resolution