



TOWN OF PALM BEACH

Town Clerk's Office

MINUTES OF THE SPECIAL TOWN COUNCIL MEETING HELD ON TUESDAY, JULY 14, 2020

I. CALL TO ORDER AND ROLL CALL

The Special Town Council Meeting was called to order on Tuesday, July 14, 2020, at 9:30 a.m. On roll call, all elected officials were found to be present.

II. PLEDGE OF ALLEGIANCE

Council President Zeidman led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Council Member Araskog, and was seconded by Council Member Crampton to approve the Agenda. On roll call, the motion carried unanimously.

IV. COMMUNICATIONS FROM CITIZENS – 3 MINUTE LIMIT

V. TOWN MANAGER'S OVERVIEW OF THE PROPOSED FY21 BUDGET

Town Manager Kirk Blouin provided an overview of the budget preparation process. He presented the budget highlights, philosophy and methodology used by staff for creating the budget and mentioned certain challenges encountered.

A. General Fund

1. Review of General Fund Revenues for FY2021

Jane Le Clainche, Director of Finance provided an overview of the FY20 current financial condition. She mentioned meetings with other local municipalities and state organizations regarding the reduction in state revenues and fees that had been affected due to the pandemic. She reported that based on her analysis of the revenue sources, the Town will have reductions but will not suffer the same effects as some neighboring municipalities and the County. She stated that revenue losses amounted to less than was projected and overall the Fiscal Year should end with a \$1.7M surplus.

2. General Fund Expenditures – Department Review
 - a) Legislative
 - b) General Government
 - c) Town Manager
 - d) Advice and Litigation
 - e) Town Clerk
 - f) Information Technology
 - g) Human Resources
 - h) Finance
 - i) Planning Zoning and Building
 - j) Recreation and Tennis
 - k) Fire-Rescue
 - l) Police
 - m) Public Works
 - n) Transfer and Other

Director Le Clainche provided an overview of the proposed General Fund revenues for FY2021. She highlighted the property value increase of 4.68% over the past year and the proposed millage rate of 2.9962 which is a decrease of 2.34% from the prior year which will result in no increase for homesteaded properties and an increase of \$68 per million for non-homesteaded properties. She gave a breakdown of the tax bill by taxing districts. She mentioned that there was a decrease in salary, wages and employee benefits but an increase in retirement benefits. There was a 3.1% decrease in operating expenditures and a 4.18% decrease in total expenditures.

Director Le Clainche presented overviews on the reserves, Long Term Financial Plan, the underground utility project, debt service funds, capital improvement funds, enterprise funds, internal service funds and trust and agency funds.

Council Member Araskog requested an explanation of the Special Assignment Overtime expenditure. Town Manager Blouin explained the expenditure justification regarding the special assignment overtime.

Mayor Coniglio congratulated the Town Manager and staff on the budget and the overall financial outlook and commented that the Town has one of the lowest millage rates in the County and highest levels of service. She mentioned that some municipalities added certain service charges for sewage or trash pick-up to the millage rate. She also spoke regarding the East Coast Regional Wastewater Consortium and commented regarding the return of employee events after the pandemic.

Council Member Araskog expressed her agreements with the Mayor's comments.

Council Member Crampton expressed his agreement with the Mayor's comments and some concerns regarding the IT replacement fund. Town Manager Blouin

responded to Council Member Cramton's queries.

Council President Pro Tem Lindsay commented regarding various aspects of the budget.

Council Member Moore commented that she was comfortable with the budget.

President Zeidman expressed her thanks to the staff for a well done budget.

B. Debt Service Funds

Jane Le Clainche, Director of Finance

C. Capital Improvement Funds

1. Pay As You Go Capital Improvement Program
2. Coastal Protection Program
 - a. Review of 10 year budget
3. Worth Avenue Maintenance Program

H. Paul Brazil, Director of Public Works

D. Enterprise Fund Budgets

1. Town Docks Enterprise Fund
2. Par 3 Golf Course Enterprise Fund
3. Building Enterprise Fund

Wayne Bergman, Acting Director of Planning, Zoning and Building

E. Internal Service Funds

1. Health Insurance
2. Risk Management
3. Equipment Replacement Fund

Jane Le Clainche, Director of Finance

F. Trust and Agency Funds

1. Pension Funds
2. OPEB Trust

Jane Le Clainche, Director of Finance

- VI. **RESOLUTION NO. 45-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County Florida, Approving a Proposed Operating Millage Rate of 3.0681 for the Tentative Fiscal Year 2021 Budget; Approving the Computed Rolled Back Millage Rate of 2.9500 to be Provided to the Property Appraiser in Accordance with F.S. 200.065; Establishing the Date, Time and Place of the First and the Final Budget Hearings to Consider the Proposed Millage Rates and Tentative Fiscal Year 2021 Budget and Directing the Town Manager to Transmit this Information to the Property Appraiser of Palm Beach County in Accordance with the Requirements of F.S. 200.065.

Motion was made by Council Member Araskog, and was seconded by Council

Member Moore to approve Resolution No. 45-2020. On roll call, the motion carried unanimously.

- VII. **RESOLUTION NO. 46-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Amending Recreation Department Fees for Fiscal Year 2021 and Granting Authority to the Director of Business Development and Operations to Modify Daily Tennis Fees, when Necessary, to Maximize Revenue During Underused Periods.

Motion was made by Council Member Crampton, and was seconded by Council President Pro Tem Lindsay to approve Resolution No. 46-2020. On roll call, the motion carried unanimously.

- VIII. **RESOLUTION NO. 47-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Amending Golf Fees for Fiscal Year 2021 and Granting Authority to the Director of Business Development and Operations to Modify, when Necessary, to Maximize Revenue During Underused Periods.

Motion was made by Council Member Araskog, and was seconded by Council Member Moore to approve Resolution No. 47-2020. On roll call, the motion carried unanimously.

- IX. **RESOLUTION NO. 48-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Relating to the Worth Avenue Improvement Project; Establishing the Estimated Assessed Cost Against the Properties that will be Benefitted Thereby; Directing the Town Manager to Prepare an Updated Assessment Roll; Establishing a Public Hearing to Consider Approval of the Assessment Rolls and Reimposition of the Maintenance Assessments and their Collection Pursuant to the Uniform Assessment Collection Act; Directing the Provision of Notice; and Providing for an Effective Date.

Motion was made by Council Member Moore, and was seconded by Council Member Crampton to approve Resolution No. 48-2020. On roll call, the motion carried unanimously.

- X. **RESOLUTION NO. 49-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Relating to the Peruvian Avenue Improvement Project; Establishing the Estimated Assessed Cost Against the Properties that will be Benefitted Thereby; Directing the Town Manager to Prepare an Updated Assessment Roll; Establishing a Public Hearing to Consider Approval of the Assessment Rolls and Reimposition of the Maintenance Assessments and their Collection Pursuant to the Uniform Assessment Collection Act; Directing the Provision of Notice; and Providing for an Effective Date.

Motion was made by Council Member Crampton, and was seconded by Council Member Moore to approve Resolution No. 49-2020. On roll call, the motion carried

unanimously.

- XI. **RESOLUTION NO. 50-2020** A Resolution of the Town Council of the Town of Palm Beach, Palm Beach County, Florida, Relating to the Collection and Disposal of Commercial Solid Waste; Establishing the Estimated Assessed Cost Against the Properties that Will Be Benefitted Thereby; Directing the Town Manager to Prepare an Updated Solid Waste Assessment Roll; Establishing a Public Hearing to Consider Approval of the Assessment Roll and Reimposition of the Service Assessments and Their Collection Pursuant to the Uniform Assessment Collection Act; Directing the Provision of Notice; and Providing for an Effective Date.

Motion was made by Council Member Araskog, and was seconded by Council President Pro Tem Lindsay to approve Resolution No. 50-2020. On roll call, the motion carried unanimously.

XII. **ANY OTHER MATTERS**

XIII. **ADJOURNMENT**

There being no further business to discuss, the Special Town Council Meeting of July 14, 2020, was adjourned at 11:20 a.m.

APPROVED:

Margaret A. Zeidman, Town Council President

ATTEST:

Patricia Gayle-Gordon, Acting Town Clerk

Date