

TOWN OF PALM BEACH

Town Clerk's Office

MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET WORKSHOP HELD ON MONDAY, APRIL 9, 2018

I. CALL TO ORDER AND ROLL CALL

The Special Town Council Meeting – Budget Workshop was called to order on Monday, April 9, 2018, at 9:31 a.m. in the Town Council Chambers. On roll call all of the elected officials were found to be present.

II. PLEDGE OF ALLEGIANCE

President Moore led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Council Member Araskog, and was seconded by Council President Pro Tem Zeidman, to approve the Agenda. On roll call, the motion passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS

J. Patterson Cooper, of the Palm Beach Civic Association, remarked that this was a time to take a step back and look strategically at the budget.

Allen Wyett, 1145 N. Lake Way, commented on the change that brought the Town Docks under the oversight of the Recreation Department.

V. TOWN MANAGER FY19 BUDGET OVERVIEW

Kirk Blouin, Town Manager, provided an overview of the FY19 budget and the Long Term Financial Plan (LTFP). Mr. Blouin highlighted the recent upgrade issued by Standard and Poor's, of the Town's Revenue Bonds to a AAA credit rating; revenues and expenditures that are at or below budget levels; Town reserves

that are at or above minimum required levels; the \$5M+ transfer to the Retirement Fund and improved pension liability forecast.

Mr. Blouin noted that the budget forecast shows a deficit of over \$900K for FY19. He stated that meetings will be held with each department director with a view to eliminate the deficit through the budget development process. He explained the surplus funds that were identified in the LTFP and how they are projected to reduce costs, increase the reserves, and address other council priorities in the future.

VI. TOWN OF PALM BEACH FUND STRUCTURE

Jane Le Clainche, Director of Finance, presented an outline of the Town's fund structure, which includes the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Recreation Enterprise Fund, Internal Service Funds and Trust Funds.

VII. FY18 LONG TERM FINANCIAL PLAN

- a. Trends and Forecast
- b. Reserve Status
- c. Pension Fund Update

Jane Le Clainche, Director of Finance, presented a summary of the FY18 Long Term Financial Plan, including a trend analysis of the General Fund Revenue and Expenditures, General Fund forecast, Recreation Enterprise Fund, Capital Funds, Reserve Status and Pension Fund.

Discussion ensued regarding the revenue estimates forecasted for the current year vs. the past five (5) years, the reduction of FTE positions that were recommended in the CROTO for FY19, the Town's comparison to other municipalities with regard to salary and benefits, the percentage jump in the LTFP forecast for employee benefits from FY19 and FY20, the transition process for the fund transfer from the Accelerated Capital Improvement Plan (ACIP) to the Pay-as-you-go Plan, the long-term financing options and revenue for the Town Docks replacement project, the amount of access money in the reserves, and the modifications to the Town's Pension System to address the Unfunded Actuarial Accrued Liability (UAAL).

Town Manager Blouin stated that more information regarding the Town's Compensation study and the Town Docks replacement project will be presented at the May Town Council meeting.

VIII. FLORIDA MUNICIPAL BUDGET REQUIREMENTS (TRIM)

Jane Le Clainche, Director of Finance, gave a brief overview of the Florida Truth-in-Millage (TRIM) Law and the established requirements. She

1 explained the State's timetable, which requires the Town to hold budget
2 meetings during the summer.

3 **IX. TOWN OF PALM BEACH REQUIREMENTS**

- 4 a. Code Requirements
5 b. Charter Requirements
6

7 Director Le Clainche explained the Town's Code and Charter
8 requirements as it relates to budget matters.

9 **X. FY19 BUDGET PROCESS**

10 Director Le Clainche, provided an overview and timeline of the Town's
11 budget development process.

12 **XI. ANY OTHER MATTERS**

13
14 Council Member Araskog inquired about the percentage rate of the
15 property taxes that are returned to the Town.
16

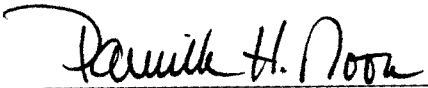
17 Director Le Clainche explained that 19.23% of the property tax collected
18 is returned to the Town. She also explained the percentages for the
19 different taxing districts.
20

21 Council Member Crampton congratulated the Town Manager and Finance
22 Director on the budget presentation.

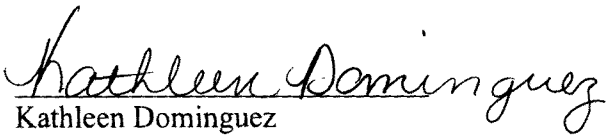
23 **XII. ADJOURNMENT**

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25 There being no further business, the Special Town Council Budget
26 Workshop was adjourned at 11:30 a.m.
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29 APPROVED:

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31 
32 _____
33 Danielle H. Moore
34 Town Council President
35

1 ATTEST:
2
3

4 
5 Kathleen Dominguez
6 Kathleen Dominguez
7 Town Clerk

8
9 5-8-18
10 Date

