

Town of Lauderdale-By-The-Sea
Town Commission Workshop

Agenda

Wednesday, May 13, 2026

5:00 PM



Jarvis Hall 4505 N. Ocean Drive
www.Lauderdalebythesea-fl.gov

LAUDERDALE-BY-THE-SEA TOWN COMMISSION

Mayor Edmund Malkoon
Vice Mayor Randy Strauss
Commissioner Richard DeNapoli
Commissioner John A. Graziano
Commissioner Theo Pouloupoulos

Ken Rubach, Town Manager
Susan Trevarthen, Town Attorney
Melissa Vasami, Town Clerk

Workshop Town Commission

Wednesday, May 13, 2026, 5:00 PM

Jarvis Hall 4505 N. Ocean Drive

1. **CALL TO ORDER, MAYOR EDMUND MALKOON**

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **PUBLIC COMMENTS**

4. **DISCUSSION ITEM**

4.a. FY2027-Budget Discussion

5. **ADJOURNMENT**

THE TOWN OF LAUDERDALE-BY-THE-SEA WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES NECESSARY TO AFFORD INDIVIDUALS AN EQUAL OPPORTUNITY TO PARTICIPATE IN MEETINGS OF THE TOWN COMMISSION. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING

SHOULD CONTACT THE TOWN CLERK NO LATER THAN TWO (2) DAYS PRIOR TO THE MEETING AT (954) 640-4200 FOR ASSISTANCE.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES MAY NEED TO ENSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PROCEDURES FOR PUBLIC COMMENTS:

Public Comments may address issues that are not on this meeting's agenda, but should relate to the business of the Town, and should not contain personal attacks. If your comment requires follow up, the Town Manager will have a staff person respond to your concerns, and will advise us of the outcome.

The Town Clerk will read off the names of those who have signed up to speak. When your name is called, please come to the podium, state your name for the record, and indicate whether you are a Town resident. Do not state your address. You have up to three minutes to make your comments, but there is no requirement to use the entire time. If you wish to address a particular Commissioner or member of Town Administration, please do so by use of their title.

If you wish to approach the Commission dais to hand out a document or for some other reason, please request permission and state your reason for doing so. All documents to be provided to the Commission should be handed to the Town Clerk for distribution.

These procedures have been developed to assure that the Town Commission meeting time is efficiently used, and that meetings are conducted in a polite and respectful manner. More information on the decorum rules for Town Commission meetings is available in Section 2-23 of the Town Code of Ordinances.

INVOCATION:

The Invocation before each Town Commission meeting is a voluntary service of a private citizen, offered to serve the spiritual needs of the members of the Town Commission and solemnize the meeting. It is not intended to be an opportunity to advance or disparage one faith or belief over another. The views expressed in the Invocation have not been previously reviewed by the Town and do not necessarily represent the beliefs of any Town employee or official. No person is required to be present at or participate in the Invocation, and the decision whether to be present or participate in the Invocation will not affect any person's right to actively participate in the official business of the Town or obtain any benefit from the Town. The Town's written Invocation policy is available on its website, and upon written request to the Town Clerk.all static



Agenda Item No: 4.a.

Town Commission Agenda Item Report

Meeting Date: May 13, 2026

Submitted By: Lucila Lang, Finance Director

Submitting Department: Finance

Item Type: Presentation

Agenda Section: DISCUSSION ITEM

Subject Title: FY2027-Budget Discussion

Explanation: See attached memo.

Recommendation: N/A

Exhibits:

1. Agenda Memo
2. Authorized Positions
3. Fire Assessment Fees
4. Millage Rates

At the recommendation of the Town Commission, staff scheduled FY2027 budget discussions. The information provided is staff's best estimates prior to receiving the 2026 Estimate of Tax Values, which will tell us the value of our tax base for this budget season effective January 1, 2026. The official estimate of the property value will be issued by the Broward County Property Appraiser's office around June 1, and the final report will be issued around July 1. This is the information that will provide the Town with the information to set the tentative millage rate in July. The estimates are being used for initial budget discussion purposes only and will be revised once we receive the information from the Property Appraiser.

Staff has put together a proposed FY27 budget of expenditures for the Commission's discussion at this workshop. This proposed FY27 General Fund budget demonstrates the Town staff's continued commitment to fiscal responsibility and conservative budgeting practices. Throughout the budget development process, departments carefully reviewed all expenditures, "sharpened their pencils", and reduced requests wherever possible to ensure that only essential operational needs and priority services were included. Staff made every effort to minimize increases and maintain cost efficiency across all departments. The majority of proposed increases are attributable to mandated or unavoidable cost escalations, including contractual obligations, insurance premiums, personnel-related expenses, public safety services, and inflationary impacts affecting goods and services necessary to maintain current service levels for the community.

The overall increase from FY26 to FY27 is primarily driven by Public Safety contractual services (Police and Fire/EMS). Other factors include:

:

- Personnel related costs (FRS and health insurance)
- Commercial Insurance premiums
- Expanded programming and service delivery

Each department is discussed below, with a summary of what the department does followed by an assessment of the key drivers of their budgets, including breakdowns of personnel expenses by department.

As a preliminary matter, it is important to understand that government entities allocate personnel costs for persons with multiple roles across those multiple funds or departments to ensure that each fund pays only for the services it actually receives. This is required by governmental accounting principles because local governments operate multiple legally separate funds, each with different revenue restrictions and intended purposes.

ANALYSIS OF TOWN FUNDS

1. GENERAL AND FIRE FUND SUMMARY

The FY27 proposed budget reflects a continuation of current service levels while responding to significant external cost pressures. The chart below shows FY26 approved/adopted budget and the proposed FY27 budget, the difference between the two in dollars and percentage. While the total is increased by only about \$220,000, the key point is that this bottom line can only be reached through the complete deletion of the transfer to the CIP. Any transfer will further increase the demand for

revenue that must be met by the millage rate, the fire assessment, and other sources of Town revenue.

Department Expenses	FY26-Approved Budget	FY27-Proposed Budget	Difference \$	Difference %
Commission	\$ 353,940.00	\$ 440,228.64	\$ 86,288.64	24.38%
Donations-Non Profit	\$ 27,269.00	\$ 27,269.00	\$ -	0.00%
Visitor Center	\$ 125,260.00	\$ 122,635.00	\$ (2,625.00)	-2.10%
Administration	\$ 1,525,958.00	\$ 1,590,276.01	\$ 64,318.01	4.21%
Town Attorney	\$ 400,000.00	\$ 412,025.00	\$ 12,025.00	3.01%
General Government	\$ 1,277,774.00	\$ 1,296,119.03	\$ 18,345.03	1.44%
Tourism & Community Outreach	\$ 642,387.00	\$ 687,040.00	\$ 44,653.00	6.95%
Police Department	\$ 7,278,274.00	\$ 8,355,676.62	\$ 1,077,402.62	14.80%
Emergency Medical Services: 50/50 Split	\$ 1,440,000.00	\$ 3,250,000.00	\$ 1,810,000.00	125.69%
Development Services	\$ 1,163,178.00	\$ 1,282,400.00	\$ 119,222.00	10.25%
Public Works Division	\$ 4,121,540.00	\$ 4,280,214.32	\$ 158,674.32	3.85%
Recreation	\$ 121,548.00	\$ 128,025.00	\$ 6,477.00	5.33%
	\$ 18,477,128.00	\$ 21,871,908.62	\$ 3,394,780.62	18.37%
Transfer to CIP	\$ 3,179,080.00	\$ -		
Total General Fund:	\$ 21,656,208.00	\$ 21,871,908.62		

Key Budget Drivers for Commission Discussion/Consideration:

	FY26	FY27	Difference \$\$	Difference %
Police Services (BSO Contract)	\$ 7,159,374.00	\$ 8,090,092.62	\$ 930,718.62	13.00%
Police Services (BSO Marine Patrol)	\$ -	\$ 134,784.00	\$ 134,784.00	100.00%
Fire/EMS-Transition to Actual Cost	\$ 3,600,000.00	\$ 6,500,000.00	\$ 2,900,000.00	80.56%
Insurance Premiums				
<i>*Note: While the commercial Insurance Package is expected to increase by double digits, the Workers' Compensation came in lower last year; hence the lower amount budgeted for FY27.</i>	\$ 446,324.00	\$ 470,000.00	\$ 23,676.00	5.30%
Expanded Programming & Services	\$ 203,000.00	\$ 244,100.00	\$ 41,100.00	20.25%
Totals:	\$ 11,408,698.00	\$ 15,438,976.62	\$ 4,030,278.62	35.33%

Note: For FY27, there is no transfer considered from General Fund to CIP.

Y27 OVERALL CONSIDERATIONS

- The split of FIRE/EMS costs between General and Fire Fund
 - Fire Assessment Rates
 - Residential-Fixed Cost
 - Commercial Cost per s.f.
 - Fire assessment revenue can only fund maximum of 60% of fire expense per study, and remaining 40% is covered by General Fund
- The consideration of a Deputy Town Manager does not impact the Town's approved FTE as shown in the Authorized Positions table below as the Parking Coordinator position has been outsourced to ONEPARKING, leaving an open FTE. This position will be 4.62% of overall personnel expenses, representing 0.80% of the overall budget.

Below are two sets of budget scenarios for discussion purposes only. It is important to keep in mind these are initial proposals based on **estimated revenue**. Therefore, these scenarios and revenue amounts will be revised when information is received from the Property Appraiser's office in June and finalized following the July report. The difference between the two sets of options is that the first one assumes that the Fire Fund will absorb the maximum 60% allowed under the fire assessment study. The second set of options calls of the General Fund to subsidize the fire expenses by allocating only 50% to the Fire Fund. All scenarios assume that the future contract for fire/EMS services will be \$6.5 million.

CURRENT FIRE RATE/MILLAGE RATE 60/40 SPLIT = DEFICIT

<u>GENERAL FUND</u>	<u>60/40 Split</u>
Estimated Ad Valorem Revenues based on the Town's current millage rate of 3.9000 :	\$ 14,910,762.00
Estimated additional revenues	\$ 4,842,309.00
<i>Expected total Revenues for FY27:</i>	\$ 19,753,071.00
FY27-Proposed Expenses:	\$ 21,194,639.00
Deficit:	\$ (1,441,568.00)
<u>FIRE FUND</u>	<u>60/40 Split</u>
Estimated Fire Assessment Revenues based on the Town's current rate of: Residential: \$303.39 Commercial: \$0.45 per s.f.	\$ 2,324,410.50
FY27-Proposed Expenses:	\$ 4,143,500.00
Deficit:	\$ (1,819,089.50)
<i>Total Deficit for General and Fire Funds:</i>	\$ (3,260,657.50)

ALTERNATIVE 1: SMALL INCREASES IN FIRE AND MILLAGE AT 60/40 SPLIT = DEFICIT
MILLAGE RATE: 3.9999-2.56% INCREASE AND FIRE ASSESSMENT FEES-25% INCREASE:
Residential: \$379.24 Commercial: \$0.56/SF

<u>GENERAL FUND</u>	<u>60/40 Split</u>
Estimated Ad Valorem Revenues based on a millage rate of 3.9999:	\$ 15,292,707.00
Estimated additional revenues	\$ 4,842,309.00
<i>Expected total Revenues for FY27:</i>	\$ 20,135,016.00
FY27-Proposed Expenses:	\$ 21,194,639.00
Deficit:	\$ (1,059,623.00)
<u>FIRE FUND</u>	<u>60/40 Split</u>
Estimated Fire Assessment Revenues based on a 25% increase:	
Residential: \$379.24	
Commercial: \$0.56 per s.f.	\$ 2,900,415.33
FY27-Proposed Expenses:	\$ 4,143,500.00
Deficit:	\$ (1,243,084.67)
<i>Total Deficit for General and Fire Funds:</i>	\$ (2,302,707.67)

ALTERNATIVE 2: LARGE INCREASES IN FIRE/MILLAGE AT 50/50 SPLIT = DEFICIT
MILLAGE RATE: 4.3000-10.25% INCREASE AND FIRE ASSESSMENT FEES-42% INCREASE:
Residential: \$430.81 Commercial: \$0.64/SF¹

<u>GENERAL FUND</u>	<u>50/50 Split</u>
Estimated Ad Valorem Revenues based on a millage rate of 4.3000:	\$ 16,440,071.00
Estimated additional revenues	\$ 4,842,309.00
<i>Expected total Revenues for FY27:</i>	\$ 21,282,380.00
FY27-Proposed Expenses:	\$ 21,844,639.62
Deficit:	\$ (562,259.62)
<u>FIRE FUND</u>	<u>50/50 Split</u>
Estimated Fire Assessment Revenues based on a 42% increase:	
Residential: \$430.81	
Commercial: \$0.64 per s.f.	\$ 3,292,098.00
FY27-Proposed Expenses:	\$ 3,493,500.00
Deficit:	\$ (201,402.00)
<i>Total Deficit for General and Fire Funds:</i>	\$ (763,661.62)

¹ Chart amended 5/13/2026 at 11:15 a.m. to reflect the Fire Assessment Fees attachment and updated deficit number.

ALTERNATIVE 3: LARGE INCREASES IN FIRE/MILLAGE AT 60/40 SPLIT = SURPLUS
MILLAGE RATE: 4.4500-14.10% INCREASE AND FIRE ASSESSMENT FEES-70% INCREASE:
Residential: \$515.76 Commercial: \$0.76/SF

<u>GENERAL FUND</u>	<u>60/40 Split</u>
Estimated Ad Valorem Revenues based on a millage rate of 4.4500:	\$ 17,013,562.00
Estimated additional revenues:	\$ 4,842,309.00
<i>Expected total Revenues for FY27:</i>	\$ 21,855,871.00
FY27-Proposed Expenses:	\$ 21,194,639.00
	\$ 661,232.00
<u>FIRE FUND</u>	<u>60/40 Split</u>
Estimated Fire Assessment Revenues based on a 70% are increase:	
Residential: \$515.76	
Commercial: \$0.76 per s.f.	\$ 3,937,223.97
FY27-Proposed Expenses:	\$ 4,143,500.00
	\$ (206,276.03)
<i>Surplus for General and Fire Fund</i>	\$ 454,955.97

Additional Items for Consideration

Given that Alternatives 2 and 3 require significant increases to both the millage rate and the fire assessment, regardless of whether the General Fund more heavily subsidizes the Fire Fund, the Commission may wish to discuss options to gradually “ramp up” these revenue sources over a multi-year period.

While fund balance reserves are typically reserved for one time capital or non-recurring expenditures, the Commission may wish to consider the strategic use of available reserves to help mitigate the impact of these extraordinary increases during the first year of implementation. This approach would allow the Town to phase in the additional costs over time rather than placing the full burden of the increase on residents and businesses in a single fiscal year. A downside of this approach is that it requires draining Town reserves. However, based on our analysis of current conditions, we believe that the Town can do this for one year without substantially endangering its fiscal health in future years.

Should the Commission wish to explore this option further, staff can return with several scenarios outlining potential approaches and the associated impacts to the projected balances and reserves of the Town’s various funds. For your information, the following table summarizes the Town’s projected fund balances and reserves as of September 30, 2026.

FY26		
PROJECTED FUND BALANCES AND RESERVES		
	Actual 9/30/25	Estimated as of 9/30/26
GENERAL FUND		
Unassigned Fund Balance	\$ 7,064,401	\$ 3,289,542
Subtotal	\$ 7,064,401	\$ 3,289,542
CAPITAL FUND		
El Mar Drive Improvements-Restricted	\$ 485,635	\$ 485,635
Projects	\$ 2,499,269	\$ 920,000
Subtotal	\$ 2,984,904	\$ 1,405,635
FIRE FUND Balance-Restricted	\$ 1,990,968	\$ 748,226
Public Safety Facility Account	\$ 1,302,303	\$ 1,302,303
LETF FUND Balance-Restricted	\$ 590	\$ 590
BUILDING FUND	\$ 1,076,925	\$ 1,082,065
PARKING FUND	\$ 6,699,585	\$ 5,806,990
PILOP	\$ 200	\$ 200
SEWER FUND	\$ 1,632,229	\$ 1,102,051
GENERAL FUND		
Emergency Reserve	\$ 2,628,676	\$ 2,702,910
INVESTMENTS as of March 2026		
South State Investment Services	\$ 4,039,551.85	
SBA Florida Prime-Investment	\$ 4,638,986.20	
SBA Trust Fund Pools	\$ 308,582.85	
Total:	\$ 11,615,796.90	

DEPARTMENTAL LEVEL BUDGETS

The department level is where the Town's revenues get allocated to specific staffing, programming and activities. An overview of the current budget situation for the Town departments follows.

1. POLICE DEPARTMENT (CONTRACT)

Law enforcement services are provided through the Town's contractual agreement with the Broward Sheriff's Office, which supplies police patrol, criminal investigations, traffic enforcement, emergency response, and community policing services tailored to the needs of the Town. The Department emphasizes visibility, responsiveness, and strong community relationships to maintain the Town's reputation as a safe and welcoming community.

Funding within the Police Department supports contractual law enforcement services, public safety programs, specialized enforcement initiatives, equipment and operational costs, emergency preparedness activities, and other resources necessary to provide effective and professional police services throughout the Town.

<u>FY27</u>	<u>FY26</u>	<u>Difference</u>	<u>Difference</u>
<u>Proposed</u>	<u>Approved</u>	<u>\$\$</u>	<u>%</u>
\$ 8,355,676.62	\$ 7,278,274.00	\$ 1,077,402.62	14.80%

The increase is primarily driven by the contractual agreement with the Broward's Sheriff's Office, including personnel cost adjustments and operational costs. One additional driver is a proposed Marine Unit Patrol at an annual cost of approximately \$134,784.

Also, the new contract for the LPR cameras will be with a new company at a cost of \$25,000, which will provide a new lease of and approach to our cameras. The vendor will maintain ownership of the cameras and provide installation and routine maintenance as part of the agreement.

Public safety remains a top priority. The increase reflects contractual obligations and ensures continued high-level law enforcement services.

2. FIRE AND EMERGENCY SERVICES (EMS) DEPARTMENTS (CONTRACT)

A. EMS DEPARTMENT

The Emergency Services Department provides emergency medical response and emergency preparedness services to protect the lives and property of residents, businesses, and visitors. Services are provided through the Town's contractual agreement with the City of Pompano Beach Fire Rescue and include EMS, rescue operations, public safety education, and emergency management coordination.

Funding supports EMS services, emergency management coordination, public safety equipment, disaster preparedness initiatives, and other resources necessary to provide comprehensive emergency response services throughout the Town.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 2,600,000.00	\$ 1,440,000.00	\$ 1,160,000.00	80.56%

B. FIRE SERVICES DEPARTMENT

The Fire Services Department budget provides funding for fire suppression, rescue operations, fire prevention, public safety support, and related emergency services for the Town of Lauderdale-By-The-Sea. Fire protection and emergency medical services are currently provided through a contractual agreement with the City of Pompano Beach, ensuring the Town maintains professional emergency response services for residents, businesses, and visitors.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$3,900,000.00	\$ 2,160,000.00	\$ 1,740,000.00	80.56%

The significant increase is due to the transition to another provider from the City of Pompano Beach or an in-house department. The total expense of Fire and Emergency Medical Services is being estimated at \$6.5M, of which 40% or more will be charged to the General Fund for EMS. The 60/40 split in the amount allocated to the General and Fire Funds was established in the fire rate study which established the fire fees. Without another study, the Town can only increase the share allocated to the General Fund, with a resulting decrease in the amount allocated to the Fire Fund.

These are the costs associated with operations of a Fire Rescue Department. It is important to note that the costs are estimated until a contract is established with a provider or an in-house department is created, which is contemplated to occur before the end of FY 27-28.

3. COMMISSION DEPARTMENT

The Commission Department serves as the Town's legislative and policy-making body, responsible for establishing the overall vision, goals, and strategic direction of the community. The Department provides governance and oversight through the adoption of ordinances, resolutions, policies, and the annual operating and capital budgets. The Commission works collaboratively with the Town Manager and staff to establish priorities, review major initiatives, monitor financial and operational performance, and ensure compliance with applicable laws and regulations.

Funding within the Commission Department supports elected official salaries and benefits, professional development and training, memberships and dues, contractual services, operational expenses, and allocated staff salaries necessary to support Commission operations and responsibilities.

The Commission Department is comprised of costs associated with operations of the Commission as well as related staff personnel expenses.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 440,228.64	\$353,940.00	\$ 86,288.64	24.38%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- Mayor-100%
- Vice-Mayor-100%
- Commissioners (3)-100%
- Town Manager-20%
- New Position: Deputy Town Manager-5%
- Town Clerk (Pre-Certified)-50%

The adjustments in the Commission budget aligns elected official compensation and percentage of town staff time dedicated to the Commission. Costs associated with elections and contractual services remain stable, with only nominal increases.

The proposed FY27 budget for the Commission Department reflects increases associated with personnel-related expenses (allocation of Town Manager, Deputy Town Manager and Town Clerk) and elected official compensation adjustments, partially offset by reductions in operating expenditures.

4. VISITOR CENTER DEPARTMENT

The Visitor Center Department supports the Town’s tourism, business outreach, and community engagement efforts by promoting Lauderdale-By-The-Sea as a premier coastal destination. The Department provides information and assistance to residents, visitors, and businesses regarding local attractions, events, dining, accommodations, recreational opportunities, and Town services.

Funding supports personnel costs, facility operations and maintenance, tourism and promotional materials, community outreach initiatives, operational supplies, and other resources necessary to provide high-quality visitor services.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 122,635.00	\$ 125,260.00	\$ (2,625.00)	-2.10%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- New Position: Deputy Town Manager-5%
- Visitor Center-Part-Time Host (2) – 100%

The Visitor Center Department budget reflects investment in tourism support services, including staffing and marketing initiatives. Increases in printing and promotional materials are tied to updated

brochures and the printing of Town Topics. The overall decrease of 2.10% is due to the reallocation of staff salaries.

5. ADMINISTRATION DEPARTMENT

The Administration Department is responsible for the overall management, coordination, and oversight of the Town’s daily operations and municipal services. The Department manages the Town, implements Commission goals and policies, coordinates interdepartmental operations, and serves as the primary liaison between the Commission, staff, residents, and outside agencies.

Funding supports personnel costs, contractual and professional services, operational expenses, technology and administrative resources, memberships and training, and other expenditures necessary to support Town operations and services.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$\$</u>	<u>Difference</u> <u>%</u>
\$1,590,276.01	\$ 1,525,958.00	\$ 64,318.01	4.21%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- Town Manager – 20%
- New Position: Deputy Town Manager - 55%
- Director of Administrative Services – 75%
- Director of Finance and Budget – 80%
- Director of Public Works – 20%
- Assistant Director of Finance and Budget – 80%
- Town Clerk (Pre-Certified) – 40%
- Human Resources Manager (Pre-Certified) – 90%
- Accounting Specialist, Senior – 80%
- Customer Service Representative – 40%
- Customer Service Representative (Part-Time) – 50%

The Administration budget reflects increases in personnel costs, primarily due to salary adjustments and expected increases in health insurance premiums.

Contractual services show an increase driven by:

- Full year implementation of HR systems.
- Expanded HR support services

These increases are necessary to maintain efficient operations, support compliance requirements, and modernize internal processes, particularly with continued reliance on technology and automation.

6. TOWN ATTORNEY (CONTRACT)

The Town Attorney Department provides legal counsel and representation to the Town Commission, Administration, and all Town departments to ensure compliance with applicable federal, state, and local laws. The Department advises on municipal operations, contracts, procurement, land use, labor matters, code enforcement, litigation, public records, and Sunshine Law compliance, while also preparing and reviewing ordinances, resolutions, and agreements.

Funding supports contractual legal services for litigation expenses, labor and employment matters, code enforcement and land use, and other resources necessary to provide legal representation and guidance to the Town.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 412,025.00	\$ 400,000.00	\$ 12,025.00	3.01%

The increase reflects the approved contractual rate adjustment for legal services, providing for a 3% increase in the hourly rate annually, upon request.

7. GENERAL GOVERNMENT DEPARTMENT

The General Government Department accounts for expenditures and activities that support the Town’s overall administrative and operational functions that are not directly assigned to a specific department. The Department provides centralized support services necessary for efficient municipal operations, including financial administration, information technology, insurance, professional services, records management, and other Town-wide operational functions.

Funding supports contractual and professional services, insurance coverage, technology and software systems, administrative operational costs, memberships, and other centralized costs necessary to support Town operations and services.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$1,295,501.03	\$ 1,277,774.00	\$ 17,727.03	1.39%

The key drivers for this department are as follows:

- Slight increases for:
 - New digital budget workbook required by law effective January 1, 2027. Commission approved on April 28, 2026, meeting at a cost of \$21,218.
 - Commercial insurance package-expected increase of 10.05%.
- Decrease for:
 - New contract signed with Circuit, lowering the cost by \$18K from \$230,000 to \$212,000-Approved by Commission
 - Contract negotiated with Civic Plus to bundle their services for a total annual cost of \$37,906.

The net increase is minimal due to offsetting reductions from renegotiated contracts, despite increases in insurance and compliance-related costs. These services are essential to maintain operational continuity, compliance, and communication with residents and stakeholders.

8. TOURISM AND COMMUNITY OUTREACH DEPARTMENT

The Tourism and Community Outreach Department promotes Lauderdale-By-The-Sea as a premier coastal destination while enhancing communication and engagement with residents, businesses, visitors, and community organizations. The Department coordinates tourism marketing, public information, community outreach initiatives, special events, and promotional activities that support the Town’s economic vitality and quality of life.

Funding supports personnel costs, tourism and marketing initiatives, advertising and promotional materials, special events, community outreach programs, operational expenses, and other resources necessary to promote and engage the community and visitors of the Town.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 687,040.00	\$ 642,387.00	\$ 44,653.00	6.95%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- Town Manager – 20%
- Marketing & Events Manager – 100%

This budget reflects expanded community programming and events, including small enhancements to established events and the introduction of new initiatives.

While some programs were reduced or eliminated, overall costs increased due to higher event production costs and expanded offerings.

The largest increase was in the “Special Events” category:

- Slight increase to Christmas-By-The-Sea, Easter Egg Hunt, and Taste of the Beach
- The following new events are being proposed due to feedback received:
 - Singer Songwriter Festival
 - Burger Battle
 - West Plaza Art Walk (4 events throughout the year)

Community events enhance resident quality of life and support local businesses by increasing visitor activity and engagement.

9. DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department oversees the Town’s planning, zoning, building, permitting, inspections, and code compliance functions to ensure orderly growth, redevelopment, and preservation of the Town’s character and quality of life. The Department administers land development regulations, building and zoning codes, business tax receipts, development review

applications, and long-range planning initiatives. Comprehensive planning and plan review continue to be contracted out; code compliance was brought back in house.

Funding supports personnel costs, building and code compliance services, contractual and professional services, permitting and inspection operations, planning and zoning activities, technology and software systems, training, and other operational resources necessary to manage development-related services throughout the Town.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$1,282,400.00	\$ 1,163,178.00	\$ 119,222.00	10.25%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- Town Manager-10%
- New Position: Deputy Town Manager -20%
- Development Services Director – 70%
- Assistant Director of Development Services-Code Compliance – 70%
- Assistant Director of Development Services-Planning, Zoning & Building – 50%
- Code Compliance Officer (2) – 70%
- Planner – 70%
- Planning Technician – 100%
- Customer Service Representative – 10%

The increase is driven by personnel costs and continued support for planning, permitting, and code compliance activities as well as slight increases in printing and binding, postage, uniform expense.

These services are essential to managing development activity and ensuring compliance with the Town’s regulations and long-term planning goals.

10. PUBLIC WORKS DEPARTMENT

The Public Works Department is responsible for maintaining and improving the Town’s infrastructure, facilities, streets, stormwater systems, parks, and public spaces to ensure a safe, clean, and attractive environment for residents, businesses, and visitors. The Department oversees roadway and sidewalk maintenance, landscaping and beautification, stormwater operations, facility and fleet maintenance, sanitation coordination, and support for Town events and Capital Improvement Program (CIP) projects.

Funding supports personnel costs, contractual and maintenance services, infrastructure repairs, equipment and vehicle operations, landscaping activities, stormwater operations, utilities, operational supplies, and other resources necessary to maintain and enhance the Town’s public assets and facilities.

<u>FY27</u> <u>Proposed</u>	<u>FY26</u> <u>Approved</u>	<u>Difference</u> <u>\$</u>	<u>Difference</u> <u>%</u>
\$ 4,280,214.32	\$ 4,121,540.00	\$ 158,674.32	3.85%

Personnel expenses (Salaries, FICA Taxes, FRS, Health Insurance) are allocated in the following manner:

- Town Manager – 10%
- Director of Public Works – 40%
- Director of Administrative Services – 10%
- Public Works Supervisor-Streets and Infrastructure – 100%
- Public Works Supervisor-Building and Public Lands – 100%
- Public Works Supervisor-Parking – 30%
- Assistant to the Public Works Director – 65%
- Maintenance Worker I (10) – 100%
- Maintenance Worker II (4) – 100%
- Maintenance Worker III (2) – 100%

The Public Works Division budget reflects increases in personnel costs, equipment maintenance, sewer/water services, electrical services, equipment rental, vehicle maintenance, dues and subscriptions, and training.

In addition, \$20K has been budgeted for town sidewalk repairs to continue to improve the Town’s pedestrian facilities.

Many line items remained stable or had slight decreases; hence the minimal overall increase of 3.85%. These costs are necessary to maintain Town infrastructure, respond to environmental conditions, and ensure service reliability.

11. RECREATION DEPARTMENT (CONTRACT)

The Recreation Department provides recreational programs, community activities, and special events that enhance the quality of life for residents and visitors of the Town of Lauderdale-By-The-Sea. The Department oversees the Community Center and coordinates recreational programs, wellness activities, senior programs, cultural events, and seasonal celebrations that promote community engagement, active lifestyles, and civic pride.

Funding supports personnel costs, recreational programming, facility operations and maintenance, contractual services, event coordination, supplies and equipment, community activities, and other resources necessary to provide high-quality recreational services and programs for the community.

<u>FY27</u>	<u>FY26</u>	<u>Difference</u>	<u>Difference</u>
<u>Proposed</u>	<u>Approved</u>	<u>\$\$</u>	<u>%</u>
\$ 128,025.00	\$ 121,548.00	\$ 6,477.00	5.33%

The increase is primarily due to approved contractual escalations for programming services and expanded recreational offerings.

Recreation programs enhance community engagement and provide valuable services to residents, particularly seniors.

DONATIONS

A final consideration is donations. Historically, the Town has provided financial contributions to eligible non-profit organizations that offer programs and services benefiting the residents and community of Lauderdale-By-The-Sea. Funding supports organizations that enhance quality of life through social services, senior and youth programs, cultural and educational initiatives, health and wellness programs, and community outreach efforts.

Each year, organizations submit funding requests for Commission review as part of the annual budget process. Requests are evaluated based on community benefit, program effectiveness, financial need, and available budget funding.

The proposed FY27 budget for non-profit donations is currently held at the FY26 approved funding level of \$27,269. At the time of budget development, the Town has not yet received all donation applications for FY27, as the application period remains open through May 2026.

As a reminder, these are the agencies that applied for FY26 funding:

Areawide Council on Aging of Broward County
Broward Children's Center
Center for Hearing and Communication
Dr. Stanley and Pearl Goodman JFS of Broward County, Inc. and Affiliates
Early Learning Coalition of Broward County
First Call for Help of Broward, Inc. d/b/a 2-1-1 Broward
Hillsboro Lighthouse Preservation Society
Lauderdale-By-The-Sea Garden Club, Inc.
Lauderdale-By-The-Sea Merchants' Association, Inc.
South Florida Wildlife Center
Special Olympics Florida-Broward County
The House of Hope, Inc.
The Womans Club of Lauderdale-By-The-Sea
Women in Distress of Broward County, Inc.
Honor Flight South Florida----NEW REQUEST
Chabad Lauderdale-By-The-Sea

Maintaining the current funding level provides a placeholder appropriation that allows flexibility for the Commission to evaluate requests once all applications have been received and reviewed. Final funding allocations will be determined by the Commission based on:

- The number of applicants.
- Demonstrated community benefit.
- Alignment with Commission priorities
- Availability of funding within the General Fund.

This approach ensures that funding decisions are made with complete information and allows the Commission to adjust allocations as part of the final budget adoption process.

Exhibits to the Memo include tables summarizing the municipal millage rates and fire assessment rates in Broward County for FY 26, and the current approved personnel for the Town.

APPROVED TOWN PERSONNEL FY2026

AUTHORIZED POSITIONS			
<u>Department</u>	<u>FY26</u>	<u>Proposed FY27</u>	<u>+/-</u>
Commission			
Mayor	1	1	0
Vice-Mayor	1	1	0
Commissioner	3	3	0
Subtotal:	5	5	0
Visitors' Center			
Visitor Center Host (2 P/T)	1	1	0
Subtotal:	1	1	0
Administration			
Town Manager	1	1	0
New Position: Deputy Town Manager	0	1	1
Director of Finance and Budget	1	1	0
Director of Administrative Services	0	1	1
Assistant Director of Finance and Budget	1	1	0
Marketing and Events Manager	1	1	0
Assistant to the Town Manager-(Not filled Position)	1	0	-1
Human Resources Manager (Pre-Certified)	1	1	0
Town Clerk (Pre-Certified)	1	1	0
Senior Accounting Specialist	1	1	0
Customer Service Representative	1	1	0
Customer Service Representative-Part-Time	0.5	0.5	0
Subtotal:	9.5	10.5	1
Development Services			
Director of Development Services	1	1	0
Assistant Director of Development Services-Code Compliance	1	1	0
Assistant Director of Development Services-Planning Zoning and Building	1	1	0
Code Compliance Officer	2	2	0
Planner	1	1	0
Planning Technician	1	1	0
Subtotal:	7	7	0
Public Works/Parking			
Public Works Director	1	1	0
Public Works Supervisor-Streets and Infrastructure	1	1	0
Public Works Supervisor-Building and Public Lands	1	1	0
Public Works Supervisor-Parking Services	1	1	0
Assistant to the Director of Public Works	1	1	0
Parking Services Coordinator	1	0	-1
Maintenance Worker I	9	9	0
Maintenance Worker II	4	4	0
Maintenance Worker III	2	2	0
Subtotal:	21	20	-1
Total FTE:	43.5	43.5	0

MUNICIPAL FIRE ASSESSMENT RATES IN BROWARD COUNTY FY2026

<u>Municipality</u>	<u>FY2026 Adopted Fire Assessment Fee</u>	<u>Fire Service Provided By</u>
Dania Beach	\$ 270.76	BSO Fire Rescue
North Lauderdale	\$ 278.00	North Lauderdale
Davie	\$ 296.00	Davie
Lighthouse Point	\$ 300.00	Lighthouse Point
Lauderdale-By-The-Sea-Current	\$ 303.39	City of Pompano Beach
Coral Springs	\$ 308.18	Coral Springs
Sunrise	\$ 309.50	Sunrise
Parkland	\$ 327.06	Coral Springs
Coconut Creek	\$ 333.26	Coconut Creek
Lauderdale Lakes	\$ 333.84	BSO Fire Rescue
Hallandale Beach	\$ 347.98	BSO Fire Rescue
Deerfield Beach	\$ 350.00	BSO Fire Rescue
Wilton Manors	\$ 351.56	Fort Lauderdale
Hollywood	\$ 354.00	Hollywood
Pompano Beach	\$ 361.00	Pompano Beach
Lauderdale-By-The-Sea-Proposed - 25% Increase	\$ 379.24	New Vendor
Oakland Park	\$ 382.00	Oakland Park
Fort Lauderdale	\$ 403.00	Fort Lauderdale
Pembroke Pines	\$ 408.14	Pembroke Pines
Lauderdale-By-The-Sea-Proposed 50/50 Split - 42% Increase	\$ 430.81	New Vendor
Cooper City	\$ 432.01	BSO Fire Rescue
Tamarac	\$ 450.00	Tamarac
Miramar	\$ 479.21	Miramar
West Park	\$ 500.52	BSO Fire Rescue
Lauderdale-By-The-Sea-Proposed 60/40 Split - 70% Increase	\$ 515.76	New Vendor
Lauderhill	\$ 660.00	Lauderhill
Southwest Ranches	\$ 767.76	Davie and Volunteer
Weston	\$ 770.06	BSO Fire Rescue
Hillsboro Beach	N/A	BSO Fire Rescue
Plantation	N/A	Plantation
Sea Ranch Lakes	N/A	Pompano Beach
Lazy Lake	N/A	Fort Lauderdale
Margate	N/A	Margate
Pembroke Park	N/A	BSO Fire Rescue

MUNICIPAL MILLAGE RATES IN BROWARD COUNTY FY2026

Municipality	FY2026 Adopted Millage Rate	City Debt	Total Millage
Weston	3.3464	0.0000	3.3464
Hillsboro Beach	3.5000	0.0000	3.5000
Lauderdale-By-The-Sea-Current	3.9000	0.0000	3.9000
Southwest Ranches	3.9000	0.0000	3.9000
Lauderdale-By-The-Sea-Proposed <i>Increase of 2.56% from current millage rate.</i>	3.9999	0.0000	3.9999
Fort Lauderdale	4.1193	0.2306	4.3499
Parkland	4.2979	0.0000	4.2979
Lauderdale-By-The-Sea-Proposed <i>Increase of 10.25% from current millage rate.</i>	4.3000	0.0000	4.3000
Lighthouse Point	4.4207	0.2492	4.6699
Lauderdale-By-The-Sea-Proposed <i>Increase of 14.10% from current millage rate.</i>	4.4500	0.0000	4.4500
Pompano Beach	5.2181	0.4427	5.6608
Davie	5.6250	0.1725	5.7975
Cooper City	5.8450	0.0000	5.8450
Pembroke Pines	5.6690	0.2862	5.9552
Plantation	5.7000	0.2710	5.9710
Sea Ranch Lakes	6.0000	0.0000	6.0000
Dania Beach	5.9998	0.0985	6.0983
Deerfield Beach	6.0018	0.1711	6.1729
Coral Springs	6.0232	0.1659	6.1891
Oakland Park	5.6979	0.5110	6.2089
Sunrise	6.0543	0.3019	6.3562
Wilton Manors	6.2270	0.1661	6.3931
Lazy Lake	6.5000	0.0000	6.5000
Coconut Creek	6.8988	0.0000	6.8988
Tamarac	7.0000	0.0000	7.0000
Miramar	7.1172	0.0000	7.1172
North Lauderdale	7.4000	0.0000	7.4000
Margate	7.1171	0.4207	7.5378
Hollywood	7.4293	0.1499	7.5792
Hallandale Beach	7.3848	0.3490	7.7338
West Park	7.9000	0.0000	7.9000
Pembroke Park	8.5000	0.0000	8.5000
Lauderhill	7.4998	1.1212	8.6210
Lauderdale Lakes	8.6000	0.4910	9.0910