

**SPECIAL/WORKSHOP MEETING
AUGUST 28, 2007**

A Special Meeting of the City Commission of the City of Delray Beach, Florida, was called to order by Mayor Rita Ellis in the Commission Chambers at City Hall at 6:06 p.m., on Tuesday, August 28, 2007.

Roll call showed:

Present - Commissioner Gary P. Eliopoulos
 Commissioner Fred B. Fetzer
 Commissioner Woodie McDuffie
 Commissioner Brenda B. Montague
 Mayor Rita Ellis

Also present were - David T. Harden, City Manager
 Robert A. Barcinski, Assistant City Manager
 Susan A. Ruby, City Attorney
 Chevelle D. Nubin, City Clerk

Mayor Ellis called the special meeting to order and announced that it had been called for the purpose of considering the following items:

SPECIAL MEETING AGENDA

1. **AGREEMENT CANCELLATION/BOCA RATON EDUCATIONAL TELEVISION, INC.:** Consider approval to send a notice of cancellation to Boca Raton Educational Television, Inc. for community access programming on government access cable.

Susan Ruby, City Attorney, stated that the City of Delray has the option of canceling the Boca Raton Educational Television, Inc. (BRET) the second year of the agreement provided a 120-day notice is given; the second year commences October 1, 2007. The City is seeking authorization and approval to send notice to cancel. Interim payments may have to be made during that timeframe, depending on the terms of the contract.

Mr. Fetzer moved to cancel of the Boca Raton Educational Television, Inc. contract, seconded by Mr. McDuffie. Upon roll call, the Commission voted as follows: Mr. Fetzer – Yes; Mr. McDuffie – Yes; Mrs. Montague – Yes; Mayor Ellis – Yes; Mr. Eliopoulos – Yes. Said motion passed 5-0.

2. **AGREEMENT CANCELLATION/ALEXSANDER GROUP, INC.:** Consider approval to send a notice of cancellation to the Alexsander Group, Inc. for state lobbying services.

Douglas Smith, Assistant City Attorney, presented this item. He asked for final direction on whether to budget funds for Alexsander Group, Inc. next fiscal year. If funds will not be budgeted for next year a cancellation letter should be sent soon in order to end the contract prior to September 30, 2007.

Mr. Eliopoulos moved to cancel the agreement with Alexsander Group, Inc. for state lobbying services, seconded by Mrs. Montague. Upon roll call, the Commission voted as follows: Mr. McDuffie – Yes; Mrs. Montague – Yes; Mayor Ellis – Yes; Mr. Eliopoulos – Yes; Mr. Fetzer – Yes. Said motion passed 5-0.

Mayor Ellis adjourned the Special Meeting at 6:09 p.m.

WORKSHOP AGENDA

1. **Discussion regarding the Special Events Policy and Procedures**

Robert A. Barcinski, Assistant City Manager, presented this item. He thanked everyone that helped to gather information. Mr. Barcinski discussed some of the major proposed changes to Special Event Policies and Procedures as outlined in the backup distributed to Commission. He discussed charges for parking in the City garages, but felt it was the decision of the Staff, City and Commission to determine who should get the money.

Mr. Eliopoulos asked that we stick to the rules across the board.

Mr. Barcinski requested that a grace period be given for at least three (3) to four (4) months since the new policy would not be adopted until October 1, 2007. Otherwise if we stick strictly with the rules some of the events would not be able to comply.

Mrs. Montague requested the word “add” be included to Page 5 of the Special Event Policy and Procedure contract. The blurb would read as follows: (Event producers may through agreement with the Police Department substitute or add whenever possible private security for certified police officers.)

Mr. Barcinski asked for direction on Page 10, Section VI, Item B regarding parking. Two options are listed whether to charge for parking in City garages and the City would keep all of the money collected; or the City may agree to share 70% of parking fees collected with the event producer if the event can show that 10% of their event gross is contributed to other Delray Beach based non profit organizations or student scholarships programs.

2. Discussion regarding establishment of a Budget Task Force

David T. Harden, City Manager, presented this item. He recommended a Budget Task Force be established that is similar to that used by the City of Clearwater. The group will be citizens of Delray that will advise the City Council how to reduce future budgets, as well as provide cost effective municipal services. He does not want to go through what Palm Beach County just went through with the abolishment of their Budget Task Force. The effort would be to give specific direction and things to focus on.

Mr. Fetzer advised he does not want the City to be in the same situation Palm Beach County had. If the group is given specific instruction regarding areas to address, he would agree.

Mrs. Montague asked what the timeframe would be and discussed the requirements that the Budget Task Force be residents; she asked that business owners be included.

Mayor Ellis thinks this is a good idea and we should give it a try.

Mrs. Montague asked that Mr. Harden put together a preliminary list for the Commission to review.

Mr. Fetzer would like to see it focused on a longer term strategy, not just next year's budget but a 5-year plan.

Mr. McDuffie would like the provision added that will include an annual review of the Board.

Mr. Harden suggested this item be included on the September 11, 2007 workshop agenda for further discussion.

Consensus of the Commission to discuss this further at the September 11, 2007 workshop meeting.

3. Proposed Reclaimed Water Ordinance

Richard Hasko, Director of Environmental Services, presented this item. He proposed revisions to Chapter 59 of the City Ordinances, titled "Reclaimed Water." Mr. Hasko explained some of the substantial revisions outlined on the back-up material distributed to Commission.

Brief discussion ensued between staff and Commission regarding the affects of using reclaimed water for the average residential customer.

Staff advised that this will be brought back to Commission at the September 11, 2007 workshop.

4. Public Comments/FY 2008 Proposed Budget

David T. Harden, City Manager, responded to a comment that was made at the Commission Meeting on August 21, 2007 by Ed McCall, 3909 Maurice Drive, Delray Beach. Mr. Harden advised the Commission that in 2001 the budget was roughly \$60 million, by 2007 the budget increased to \$101 million leaving a difference of about \$41 million. Mr. Harden presented a breakdown of this difference and advised the Commission that he would give them a copy of the information for their records.

Mayor Ellis asked if there were any Public Comments on the Proposed Budget for FY 2008.

William Sussman, 3100 Lakeview Blvd, Delray Beach explained how the economy is in recession, people are losing their jobs and banks foreclosures are increasing. He believes that now is not the time to borrow \$25 million plus interest to cover previous debt. The Fire Station #4 can be repaired with costs covered by insurance – stop plans for demolition now. Mr. Sussman discussed how the Fire Chief should have been hired internally. Employee salaries should be frozen so employees can keep their jobs. Pompey Park needs renovations and material could be provided by City. Maintenance people, there are two (2) at Pompey, and volunteers with building and trade skills could provide free labor. Mr. Sussman would like to have the old concession stand at the Soccer Complex fixed instead of building a new complex. He discussed parking garages, different cultural festivals hosting and sponsoring their own events, WI-FI, city vehicles being turned off to save gas.

Beth Johnston, 3775 Satin Leaf Court, Delray Beach, asked that the City offer hope when something is taken away from someone. She suggested that the Creative City Collaborative (CCC) bring the organizers of all of the events together for a “best practices” session.

5. Discussion regarding proposed budget for FY 2008 for the following departments:

- Administrative Services including Golf Courses
- Planning and Zoning including Beach Renourishment Fund
- Community Improvement including Sanitation Fund
- Environmental Services including Public Works, Water and Sewer Fund, Stormwater Utility Fund, City Garage Fund
- Parks and Recreation including Beautification Trust Fund and Marina Fund
- Grants and Aids

Mr. Fetzer thanked Mr. Harden on the summary update of numbers.

Mr. Harden discussed proposed budget cuts list with the Commission.

Mrs. Montague focused on Police and Emergency Management cuts.

Mr. Fetzer asked if the cuts we have outlined are budgeted at the new millage rate.

Mr. Harden advised that the budget that Commission has on disc is balanced with a contingency of a little over \$200,000. The only reason for more cuts would be if there is something to be added that is significant in size. The undesignated fund balance is at about 18%.

Mrs. Montague asked about the Out-of-School program/New Innovations Program and the rental of the handicap van.

Mr. Harden explained that the program was during the summer but they were looking to add the program during the school year; however, based on the needs of the proposed budget the new program would only be offered during the summer.

Mr. Fetzer questioned the number of vacancies at this time.

Mr. Harden explained that the Plan Reviewer III and the IT Administrative Assistant position will be deleted from the budget. Currently there are eight (8) vacancies in the Police Department.

Mr. Fetzer advised that he made a request to look at head counts and what positions can be reduced. He is asking for an update on this request at the next workshop meeting.

Mr. Eliopoulos concurs and asked if there are any positions that can be outsourced.

Mr. McDuffie asked if the City might look towards privatization. Department Heads would be relied upon to assist with this decision.

- Administrative Services including Golf Courses

Sharon Painter, CEO of JCD Sports Group, discussed clay courts and safety issues.

Mr. Eliopoulos stated with Planning & Zoning Historic Guidelines keep the money into the budget to do surveys for historic district. He questioned the 50% matching grant.

- Planning & Zoning including Beach Renourishment Fund

Paul Dorling, Director of Planning of Zoning, is confident that the City will get a grant from the state, based upon recent surveys that were done.

Mr. Eliopoulos raised concerns about the Shuttle service.

Mayor Ellis asked that Commission consider not cutting the service of the shuttle which would have to come out of contingency. The City would also have to go back to Community Redevelopment Agency (CRA) to confirm that they would fund their portion. She noted there would be no expansion.

Mr. Harden confirmed there would be no expansion, service would continue as it is.

Mr. McDuffie questioned if Department of Transportation (DOT) and CRA money is still available.

Mr. Harden will confirm that the CRA piece is still available.

Mayor Ellis would like to confirm funding for the shuttle and ridership numbers.

Mr. Fetzer asked if the additional contributions from the CRA to the City library had been confirmed.

Mr. McDuffie asked if there was a cheaper alternative means of transportation that could be negotiated.

Mr. Dorling advised that the shuttle service we have in place now is the cheapest alternative.

- Community Improvement including Sanitation Fund

Lula Butler, Director of Community Improvement was present to address any concerns. Commission had no comments or questions regarding this budget.

- Environmental Services including Public Works, Water and Sewer Fund, Stormwater Utility Fund, City Garage Fund

Mr. Harden provided handouts of the Garage Fund which had not been balanced at that time. It will be balanced once the budget has been set.

Mr. Eliopoulos questioned the reduction with street maintenance and building maintenance. Mr. Eliopoulos wanted to be sure this not going to be a liability for the City. He also questioned when the cost associated with the garages will be generated.

Mr. Hasko advised Commission the budget for repairs would not be stripped it would just be reduced. It would be more selective the type of repairs the City responded to. He discussed how some of the building maintenance repairs could be repaired by staff. The longevity of repairs to various structures was discussed. He also advised that numbers are being tracked at this time on the Federspiel Garage. Old School Square Garage would come on-line officially in November 2007.

Mr. Harden stated he has started to get a handle on numbers for electrical costs.

Mr. Fetzer asked about charging for evening parking in the garage to generate revenue. He would like to know the status of this plan.

Mayor Ellis is opposed to metering the downtown. She would like to find other ways to generate income.

Mrs. Montague asked if the City would have to go to merchants to validate receipts.

Mr. Eliopoulos concurs that he does not want to see metered parking downtown. He would like to see a study from the Parking Management Advisory Board with regards to the impact.

Mrs. Montague asked how quickly Commission would get information back on validation regarding the parking garages.

- Parks and Recreation including Beautification Trust Fund and Marina Fund

Mr. Eliopoulos asked what would be the perceived need of Parks and Recreation as far as employees to maintain the several new parks that are coming on-line.

Joseph Weldon, Director of Parks and Recreation voiced his concern for the new parks maintenance because he only received one (1) new employee this year.

Mr. McDuffie asked how many recreational staff workers are there for the parks.

Mrs. Montague asked how many employees were added on with the completion of the new parks.

Mr. Weldon advised Commission that there are 12 new employees. Staffing for each park depends on the size. With several new parks coming along, no additional staff would be added; instead other areas would have to be prioritized.

Mr. McDuffie asked if anything is being done to mitigate the maintenance.

Mr. Weldon explained that it's the same whether parks are open or not. The area would still have to have landscaping done.

- Grants & Aids

Mayor Ellis and Mr. McDuffie commented on the significant cuts made to grants and aids.

Mayor Ellis adjourned the Workshop Meeting at 8:25 p.m.

ATTEST:
Rita Ellis
MAYOR

Donald D. Rubin
City Clerk

The undersigned is the City Clerk of the City of Delray Beach, Florida, and the information provided herein is the Minutes of the Special Meeting of the City Commission held on Tuesday, August 28, 2007 which Minutes were formally approved and adopted by the City Commission on September 4, 2007.

Donald D. Rubin
City Clerk

NOTE TO READER: If the Minutes you have received are not completed as indicated above, this means they are not the official Minutes of the City Commission. They will become the official Minutes only after review and approval, which may involve amendments, additions or deletions to the Minutes as set forth above.