

**WORKSHOP MEETING**  
**APRIL 12, 2011**

A Workshop Meeting of the City Commission of the City of Delray Beach, Florida, was called to order by Mayor Nelson S. McDuffie in the First Floor Conference Room at City Hall at 6:00 p.m., on Tuesday, April 12, 2011.

Roll call showed:

Present - Commissioner Thomas F. Carney, Jr.  
Commissioner Fred B. Fetzer  
Commissioner Adam Frankel  
Commissioner Angeleta E. Gray  
Mayor Nelson S. McDuffie

Absent - None

Also present were - David T. Harden, City Manager  
Brian Shutt, City Attorney  
Chevelle D. Nubin, City Clerk

Mayor Nelson S. McDuffie called the workshop meeting to order and announced that it had been called for the purpose of considering the following Items.

**WORKSHOP MEETING AGENDA**

**1. PRESENTATION CONCERNING THE PUBLIC SAFETY SOFTWARE PROGRAM**

Mr. David T. Harden, City Manager, stated the CAD (Sunguard OSSI Public Safety Software) system is up and running now for both the Police and Fire-Rescue Departments; and he wanted Commission to be made aware of some of the service enhancements. Ms. Danielle Connor, Assistant Fire-Rescue Chief, stated the project has been two (2) years in the making. She recognized Douglas E. Smith, Assistant City Manager, for all of his assistance and work on the project. Mr. Russell Accardi, Assistant Fire-Rescue Chief, gave an overview of the project. Fire-Rescue Lieutenant Ed Beardsley, via PowerPoint, discussed how the system works i.e. the status screen and provided an example of what actually takes place when a call comes in through dispatch. Captain Tommie Mitchell and Ms. Marlo Dahl were present from Police Department. Captain Mitchell also commended Doug Smith on this project and gave a brief overview from the Police Department perspective.

Mrs. Gray stated with the proper tools, we save money, time and have more safety for Police Officers and Fire-Rescue. This was money well spent.

Mr. Fetzer reiterated that this project was well worth the investment and will be great for the city.

Mr. Carney stated he is glad to see this.

Mayor McDuffie discussed technology and stated we have come a long way. He thanked Doug Smith for everything he did on this project.

## **2. PRESENTATION OF THE UNACCOUNTED FOR WATER STUDY**

Mr. Richard Hasko, Environmental Services Director, introduced Ms. Rene Mathews of Mathews Consulting. Ms. Mathews stated they completed the audit in August 2010. She discussed unaccounted for water as far as what that means. In the past ten (10) years, the city's unaccounted for water has increased to 21-28% from 15%. A South Florida Water Management District goal for utilities is ten percent (10%). There was an analysis of water supply sources; analysis of authorized meter uses (80% of the city's meters are greater than five (5) years old); and an analysis of unmetered uses. Ms. Mathews stated they developed a new water audit report (spreadsheet). Based on the new report, the city's unaccounted for water is 9.15% versus 20.15% on the old report. She discussed their audit recommendations. She stated we lose approximately \$500,000 in revenue per year. Mr. Victor Majtenyi discussed the implementation work plan based on water audit recommendations. Mr. Hasko discussed three (3) key elements to reduce unaccounted for water: establishment of the accuracy of the meters; maintenance of the accuracy of the meters and ability to track the condition of the system; and the city's system: database – we need to be able to extract information the way we need to.

Mrs. Gray asked about the lost revenue.

The city manager proposes to begin replacing meters with automation capability (automated meter reading system). He stated when going to automation we are looking at \$3 million or more. Ms. Mathews suggests replacing 10% of the meters the first year, 10% in year two, etc.

Mr. Fetzer stated he is glad to see this tonight. It was very disturbing to see unaccounted for water initially. We have got to invest in technology to be able to operate efficiently. He is glad we had the audit. He supports placing funding in the Capital Improvement Program for this.

Mayor McDuffie stated we would have to look at manpower for reading 21,000 meters every month. He stated we need to do more with less. He mentioned the ROI study.

## **3. DESIGN AND USES FOR WORTHING PARK**

Mr. Randal Krejcarek presented this item and stated Mr. Bill and Elaine Morris were present. They are the developers of Worthing Place. He discussed the Worthing Place Block 77 Replat and additional exhibits. He stated they are seeking direction from the Commission and this has not gone to the Site Plan Review and Appearance Board (SPRAB) yet. Mr. Bill Morris, Developer, representing Worthing Place, thanked city staff and stated the park is relatively large. He stated he hopes whatever can be done regarding the park can be done very quickly by the summer. He stated they would be willing to provide funds for enhanced lighting and would like to see the outdoor seating extend from thirteen (13) to twenty-two (22) feet. Mr. Richard Jones, Architect, stated there needs to be a balance between the public and private aspect of the park.

Mrs. Gray thanked Mr. Morris for all they have done for Delray Beach. She stated the area is a dead spot now and is in favor of cafés. She likes the design and the sidewalks need to continue across.

Mr. Carney concurs with Mrs. Gray regarding the sidewalks. He stated he would like to see how the sidewalk works around the tree. He is okay overall with the design and the dead space needs to be used.

Mr. Fetzer appreciates all of the work done by staff and the developers on this. He likes the idea of enhanced lighting and wider sidewalks.

Mr. Frankel agrees with all four (4) of staff's concerns. He stated the lighting is poor and referenced the food at Carlos & Pepe's. He stated he wants all businesses to succeed.

Mrs. Gray asked about seating in the park.

Mayor McDuffie stated it is absolutely critical to maintain excitement in the park and not wind up with dead space again. We need something to draw people into this park. The city manager stated we can work on the valet parking aspect. The issue is nine (9) feet of Public Park for private usage. If the Commission is comfortable with this, staff will move forward to work out the details. Mayor McDuffie stated if we do not do this, it will not work.

Discussion continued between Commission and staff.

#### **4. PALM BEACH COUNTY WELLFIELD PROTECTION PROGRAM FUNDING**

Mr. Hasko stated the county is struggling with budget issues and is looking at costs of the Wellfield program; which is a required program under their unified program. Palm Beach County water utilities benefit from this. They want Delray Beach to make an annual contribution of approximately \$31,000. The city is approved for nine (9) well sites at Morikami Park; however, we only have three (3) wells developed. Mr. Hasko stated he questioned the county on why we would still need to pay for nine. He discussed a more appropriate basis for establishing a cap for an annual increase. Mr. Hasko stated this is a necessary program regarding safety and contaminants.

Mrs. Gray asked how long do we have to this. Mr. Hasko stated he is certain this is a permanent move. We do derive a benefit from this program.

Mr. Frankel, Mr. Carney and Mr. Fetzer stated they are fine with staff's recommendation.

Mayor McDuffie asked staff to work with the county to index the 10% annual increase.

#### **5. DISCUSSION OF LOCAL RULES OF PROCEDURE**

Mr. Brian Shutt, City Attorney, stated they surveyed six (6) cities on their process for workshop meetings; and discussed the local rules.

Mr. Frankel suggested a time limit of 10-15 minutes for presentations and receiving the agenda for upcoming meetings in advance.

Mr. Fetzer stated he likes the idea of knowing what is on the agenda earlier; however, he stated he does not know if the same time limit can be applied to each presentation.

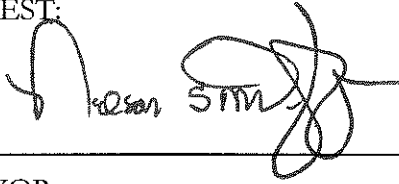
Commission continued to discuss the timeframe as well as their questions and public comment in regards to the local rules.

It was the consensus of the Commission to limit presentations to 10-15 minutes and receiving the presentations before the meetings.

Mayor Nelson S. McDuffie adjourned the Workshop Meeting at 8:21 p.m.

  
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City Clerk

ATTEST:



Nelson STM

MAYOR

The undersigned is the City Clerk of the City of Delray Beach, Florida, and the information provided herein is the Minutes of the Workshop Meeting of the City Commission held on Tuesday, April 12, 2011, which Minutes were formally approved and adopted by the City Commission on May 3, 2011.



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.