

**WORKSHOP MEETING**  
**April 8, 2008**

A Workshop Meeting of the City Commission of the City of Delray Beach, Florida, was called to order by Vice-Mayor Brenda Montague in the First Floor Conference Room at City Hall at 6:00 p.m., on Tuesday, April 8, 2008.

Roll call showed:

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

Absent -                    Mayor Rita Ellis

Also present were -     David T. Harden, City Manager  
                                  Robert A. Barcinski, Assistant City Manager  
                                  Douglas Smith, Assistant City Manager  
                                  Susan A. Ruby, City Attorney  
                                  Lanelda Gaskins, Executive Assistant/Agenda Coordinator

Vice-Mayor Montague called the meeting to order and announced that it had been called for the purpose of considering the following items:

**WORKSHOP AGENDA**

1. Presentation regarding Worthing Place Project Construction Impacts

Bill Morris, Developer, introduced Michael Covelli of Covelli Design Associates, Inc. He stated the general contractor would be Coastal Construction; which is headquartered in Miami, and is the second largest general contractor in Southeast Florida. Mr. Morris stated Lisa Hamilton and Les O'Brien, two key employees of Coastal Construction Company, as well as Jeff Schneider, Civil Engineer, John Gramaldi and Chris Wheeler; two (2) Senior Members were present and would answer any questions and concerns about the project.

Michael Covelli, Covelli Design Associates, Inc. explained his presentation consisted of two (2) parts, utility relocation/improvement of some utilities and the logistics of constructing the building. He explained the existing alleys near the site that have a number of utilities in them would have to be demolished and re-routed. Mr. Covelli explained they would work counter-clockwise around the site beginning at S.E. 2<sup>nd</sup> Avenue. He discussed some of the areas that would be affected. The consignment shop would be demolished during the second phase of construction and this would allow utilities to go back out to S.E. 2<sup>nd</sup> Avenue to go north. Mr. Covelli advised duration would be about thirty (30) days to relocate the utilities on S.E. 2<sup>nd</sup>

Avenue. The relocation would be FPL, phones and cable wires. Water and sewer would not be affected. Traffic would also not be affected for fifteen (15) days. Mr. Covelli explained that when the sewer is tied in at the intersection, the road would have to be closed because of the depth and for safety. He discussed the different phases of construction for the project and traffic control during this time. Mr. Covelli mentioned recent crane accidents in New York and Miami and the maintenance and safety measures General Crane and Coastal Construction Company utilizes.

Mr. McDuffie asked would in-ground and above-ground utilities be used. He also questioned if the crane could withstand hurricane force winds.

Mr. Covelli explained a majority of the utilities would be in ground.

Mr. O'Brian explained the cranes could withstand Category 5 force hurricane winds.

Mr. Eliopoulos declined to comment because of his business relationship with the applicant.

Mr. Fetzer thanked Mr. Covelli for his presentation. He also wished him the best of luck with his project timeline for the relocation and utility improvements.

Mr. Morris advised he would try to have weekly meetings with staff.

Mr. Covelli informed the Commission that the presentation is a generalized version; there will be some changes once construction begins.

Mrs. Montague advised the signage needs to be very clear and asked if there were any concerns. She also asked the duration of the project.

Mr. Morris advised the total duration would be about eight (8) months.

The Commission thanked Mr. Covelli for the presentation.

## 2. Presentation of Comprehensive Annual Financial Report

Scott Porter, Caler, Donten, Levine, Druker, Porter & Veil, P. A., provided a financial overview of the City of Delray Beach, Florida Comprehensive Annual Financial Report for the fiscal year ended September 30, 2007. He stated the City is in good financial condition.

Mrs. Montague asked how many of the four (4) issues mentioned in the report are being addressed

Mr. Porter advised two (2) have been addressed and resolved and two (2) are in the process.

Joseph Safford, Director of Finance, discussed the garage issue which is considered one of the most significant. He advised the paperwork would have to be more accurate. Mr. Safford stated Environmental Services, Finance, the Garage and City Clerk's office would need to meet to discuss further.

Mrs. Montague asked about the reserves.

Mr. Harden discussed the reserves and the goals of the City to maintain between 15%-25%.

Mr. Fetzer advised that 25% may be unattainable with today's constraints; however, he is pleased with the 1.3% added to the reserve.

Mr. Eliopoulos stated he liked the new summary report.

It was the consensus of the Commission to accept the Comprehensive Annual Financial Report for fiscal year ended September 30, 2007.

3. Recommendations from Creative City Collaborative Organizational Committee

Robert Barcinski, Assistant City Manager, introduced this item. He stated Nancy Stewart, Chairperson, Rich McGloin, and Jay Alperin from Creative City Collaborative were present. He provided a list to the Commission of the proposed recommendations researched by the committee.

Mr. Fetzer asked who served on the Creative City Collaborative Committee.

Mr. Eliopoulos stated he liked how the report was itemized. He supported the ideas.

Mr. McDuffie liked the new voluntary donation for utility bills; he would encourage more things like this.

Mrs. Montague liked the report but had a few suggestions. She would like to have some of the institutions the City supports, such as Old School Square and the Garlic Fest, to have a link on the City's main website. Mrs. Montague also encouraged the Creative City Collaborative to use the Historic Arts Committee.

Mr. Fetzer expressed his appreciation in how Mr. Barcinski presented the item. He asked if the City is clear and in sync with other organizations.

Mr. McDuffie asked about branding the City's website; it is confusing when a search is conducted on the website because the Delray Chamber of Commerce appears in the results.

Mr. Eliopoulos asked when the next Creative City Collaborative meeting will be held.

It was the consensus of the Commission to accept the Creative City Collaborative recommendations.

#### 4. Highpoint Sections 5 & 6 Request to Turn Over Roads and Drainage to the City

Randal Krejcarek, City Engineer, presented this item. He gave a handout to Commission and discussed background information for this item. He discussed some of the policies of the City for accepting private streets and drainage. Mr. Krejcarek stated Highpoint Sections 5 & 6 requested the City takeover their road and drainage. Mr. Krejcarek stated attempting to carve out public right-of-way and drainage easements within a condominium community may cause other issues such as non-conforming setbacks. He would like to know before staff and Highpoint invest time and money into this project whether Commission would seriously consider accepting private streets and drainage.

Mr. McDuffie expressed his concern that the City does not know what is in the ground and warned that the City should be careful. He would like to know what is in the ground before he commits.

Mr. Eliopoulos asked why the City would accept the private streets and drainage, considering the cost may come back for maintenance. He wanted to know how the City would recoup that money.

Mr. Krejcarek advised that the City would ask that Highpoint bring the road and drainage up to a good standard that they could be maintained going forward. The City would resurface as it does with other public roads when it is time. Drainage, because it is private, now gets a discount on the stormwater assessment which is about 25%. Highpoint would no longer receive the discount. The City would receive this as revenue.

David T. Harden, City Manager, explained that the City would also get additional revenue from gas taxes because the tax is distributed based on lane miles that the City maintains. He discussed how in some instances the roads are not properly maintained and it depreciates the property value as a result. He suggested that because the City does not have enough information yet, do more research and come back to Commission with an update.

Mr. Eliopoulos asked if the City has to respond within 90-days.

Mr. McDuffie asked how many linear feet of roadway are in the project.

Keith Grant, John Grant & Associates, briefly discussed the linear feet, and the televised drainage system.

Mr. Eliopoulos discussed the cost to televise the pipes underground.

Mr. Fetzer expressed sympathy for the costs Highpoint is incurring with increased fees but advised he would have to do what is in the best interest of the City, especially with the constraints of the City.

Mr. Grant suggested the City do a study to find out how much revenue would be generated from the surplus and gas tax.

Mr. McDuffie asked the age of the drainage district.

It was the consensus of the Commission for staff to bring back a report showing the cost versus the revenue for the City.

5. Discussion of Audio/Visual System Upgrade for City Hall

Robert Barcinski, Assistant City Manager, introduced this item. Guy Buzzelli, Chief Information Officer, was also present. Mr. Barcinski proposed the audio/video equipment in the Commission Chambers, Chamber Ante Room, Lobby and the First Floor Conference Room be upgraded.

Charles Furment, Multimedia Technical Specialist, did a presentation on this item. He advised the current audio/video equipment being used was done as a temporary set-up because of budget constraints and it was going to be renovated in the near future. Mr. Furment explained that it is necessary to have much of the equipment replaced which is more stable and upgraded and better quality. He discussed some of the items that would have to be replaced in the Chambers because it is aged and not stable enough for the new equipment. Mr. Furment also explained that other groups use the Commission Chambers for meetings and the equipment has to be monitored periodically that knobs and switches have not been moved. He advised the expense would be approximately \$38,200.00 for the hardware and \$10,797.14 to install the equipment. These numbers are based on the City purchasing the equipment instead of an outside vendor and having a third party run the lines.

Mr. Fetzer advised that the improvements are definitely needed. He also advised that it made sense to have the City purchase the equipment as opposed to having an outside vendor purchase the equipment. Mr. Fetzer stated he is supportive of the project and questioned if the funds are available in the budget. He is also happy that this will integrate with the Granicus system.

Commissioner Eliopoulos supports this project; he acknowledged he did not support completely doing the Chambers, but thinks the upgrades are definitely needed.

Mr. McDuffie is supportive of the idea; he is also interested in knowing the cost to televise the meetings.

Mr. Harden advised he has the cost to televise the meetings.

Mrs. Montague asked if a LCD screen can be placed in the lobby.

Douglas Smith, Assistant City Manager, mentioned staff would like to trench through the First Floor Conference Room to have the cabling come up through the table and he is not sure of the cost for this project.

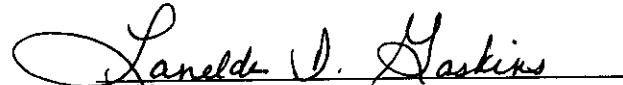
Mr. Furment advised the installer would not touch the floor because of an added carpet expense.

Mr. McDuffie asked about wireless use.

Mr. Furment advised because of the size of some PDF files it would take time to download.

It was the consensus of the Commission to support the project and to include a LCD screen television in the Lobby.


Vice-Mayor Montague adjourned the Workshop Meeting at 7:58 p.m.

  
Lanelde J. Haskins  
Acting Deputy City Clerk

ATTEST:

  
Rita Ellis  
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 8, 2008, which Minutes were formally approved and adopted by the City Commission on April 15, 2008.

  
Lanelde J. Haskins  
Acting Deputy 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.