

**CITY OF RIVIERA BEACH  
PALM BEACH COUNTY, FLORIDA  
MINUTES OF THE BUDGET WORKSHOP HELD  
AUGUST 30, 2017 6:00 P.M.  
RIVIERA BEACH EVENT CENTER  
190 E 13<sup>TH</sup> STREET, RIVIERA BEACH, FL 33404**

(The following may contain unintelligible or misunderstood words due to the recording quality.)

**I. CHAIRPERSON CALLS TO ORDER**

**CHAIRPERSON MILLER-ANDERSON:** I want to bring to order our Budget Workshop, August 30<sup>th</sup>, 6 p.m. Madam, roll call.

**II. ROLL CALL**

**CITY CLERK ANTHONY:** Mayor Thomas Masters? Chairperson KaShamba Miller-Anderson?

**CHAIRPERSON MILLER-ANDERSON:** Present.

**CITY CLERK ANTHONY:** Chair Pro Tem Tonya Davis Johnson?

**CHAIR PRO TEM DAVIS JOHNSON:** Here.

**CITY CLERK ANTHONY:** Councilperson Lynne Hubbard? Councilperson Dawn Pardo?

**COUNCILPERSON PARDO:** Present.

**CITY CLERK ANTHONY:** Councilperson Terence Davis? City Manager Jonathan Evans?

**CITY MANAGER EVANS:** Present.

**CITY CLERK ANTHONY:** City Clerk Claudene Anthony is present. City Attorney Andrew DeGraffenreidt, III? You may proceed.

**CHAIRPERSON MILLER-ANDERSON:** All right. We'll have a moment of silence followed by the Pledge of Allegiance led by Councilwoman Pardo. Let's keep our fellow colleague Mr. Davis in our prayers.

**III. INVOCATION AND PLEDGE OF ALLEGIANCE**

(Everyone stood for a Moment of Silence with the Pledge of Allegiance being led by Councilperson Pardo).

**COUNCILPERSON PARDO:** Is he ill?

**CHAIRPERSON MILLER-ANDERSON:** He said -- yes, he said he has flu symptoms so he's going to watch us from home. I guess I should have put that -- I should have said that first. It didn't sound --

**COUNCILPERSON PARDO:** No, I thought he was (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** I should have clarified that, yeah, thank you. All right. Introduction, Purpose of our Workshop, Mr. Evans?

#### **IV. INTRODUCTION/PURPOSE OF WORKSHOP**

**CITY MANAGER EVANS:** Madam Chair and members of the city council, tonight is the last scheduled public workshop of the tentative fiscal year 2017/2018 budget. We do have the first reading on the budget that is scheduled for the 7<sup>th</sup> of September and then the subsequent final hearing on the budget document will be September 20<sup>th</sup>.

Staff has compiled an agenda of some items that we would like to discuss with the council straight -- straight from the budget document to provide a comprehensive recap of some of the things that we have looked at as we've worked through this particular budget document. First item will be Long-Range Financial Planning. We will also talk about the per capita personal income fund structures where we will talk about the different colors of money and how you can utilize certain funding for certain things and how restricted funding works. Significant budget modifications for fiscal year 2018. General fund revenues and expenditures, as well as marine revenues and expenditures. Stormwater revenues and expenditures, Solid Waste collections, revenues and expenditures, going over the budget calendar. And then if there's any questions concerning department budgets, the department directors are prepared to be able to provide some insight and perspective on either their goals and objectives or answer any questions that the council may have on their item.

So the first item that we will be talking about is the Long-Range Financial Plan, and our Finance Director Mr. Randy Sherman will provide some insight on that particular item.

**COUNCILPERSON PARDO:** I have a question, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** Yes. Pull your mike over. Pull your mike.

**COUNCILPERSON PARDO:** Which book are we looking at? Are we going to continue with this book? We never got through it at our last meeting.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Does that say dated August 14, updated August 14?

**COUNCILPERSON PARDO:** This is updated -- I'm sorry. Yeah, I can't read it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** August 14.

**COUNCILPERSON PARDO:** August 14<sup>th</sup>.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** That book.

**COUNCILPERSON PARDO:** So we're doing that?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes.

**COUNCILPERSON PARDO:** Okay. So what is the purpose of the -- the other handout that we received the other night? Is it the same information?

**CITY MANAGER EVANS:** The summary information. I believe that's the summary information.

**COUNCILPERSON PARDO:** Okay. So this is just a summary. This is the meat and potatoes?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. That's the book, right.

**CITY MANAGER EVANS:** Right. Yes.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah, what we did for this evening is we actually took the slides right out of the book. So again, if the public has the budget or the department heads, they can follow along to the specific pages right out of the -- the August 14<sup>th</sup> book.

**COUNCILPERSON PARDO:** Okay. So we're going to continue where we left off? Or now you're just going to start shuffling around?

**CITY MANAGER EVANS:** The --

**COUNCILPERSON PARDO:** Right? Because we had a meeting --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON PARDO:** -- and we didn't finish it. We got, like, halfway through.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, we got through our entire presentation. And then you asked that we go back and actually give a more detailed presentation and so we're --

**COUNCILPERSON PARDO:** All right. Fine. So council will ask questions at the end?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** At the end.

**COUNCILPERSON PARDO:** Okay. Thank you.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And feel free to ask along the way, too.

**COUNCILPERSON PARDO:** Uh-huh.

## **FISCAL YEAR BUDGET WORKSHOP DISCUSSION**

### **A. FY 2018 Tentative Operating Budget Presentation**

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay. So we're on pages 59 and 60 out of the book. And again, we're going to start with the Long-Range Financial Plan, again, address the issues of how the budget gets dropped and the certain assumptions that we've made throughout the budget process.

So we start obviously with the Ad Valorem taxes, and we -- we get this number from -- from the property appraiser. They give us our -- our assessed values and then we apply the -- the millage rate that has been set to that. And that obviously derives your Ad Valorem transaction number. The state revenue projections, again, are provided to us from the State. And remember back in July, I think we told you that we -- or actually I guess it was June -- we told you we're still waiting for some of those numbers. Obviously we have all of those projections at this time. And I will tell you that every one of the state revenues is less than it was last year. Not by a lot, but we saw absolutely no increase in our state revenues. The utility taxes and the franchise fees, we have a 3 percent increase on those. Again, we trend those out. We do talk to FPL. They are very helpful and give us their projections. So we're carrying a 3 percent increase on both of those.

The EMS, the medical services, your transport fees, we're carrying a 2 percent increase on that this year. Again, that's trending in what we're seeing coming across. And then the admin fees that we have which are the fees that we charge internally, and you'll see this a little bit more when we talk as the Manager said, the -- the color of money in our fund structure.

We actually have a cost allocation plan that is approved for federal costing. And we run that plan, and we certainly can share that with anyone who would like to see it. And that actually calculates out those administrative fees. There's no assumptions or anything in there. It's the actual cost that we are allowed to distribute and charge. And then again, if there are any other revenues, and there are, but again, we just look at the historical trends and try to project forward.

On the expense side, obviously we have the contracts that we have to abide by. But as we have discussed again several months ago, recommending a 3 percent cost of living increase for those that do not have their contracts in place. And then we're carrying the \$750,000 for the compensation plan. Retirement costs, we do get those from the actuarial reports. Again, those are calculated by third parties, and we're required to pay those amounts wherever they shall land. And so those are actual numbers. Health and dental costs. Again, at this point we were initially projecting 5 percent. At this point we actually have the -- the numbers in, and those number -- from the providers, and those

are actually in the budget. General insurance costs, which is your liability cost. Yes?

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** So you -- you said we projected 5 percent. The numbers are actually in so what -- is it still 5 percent or is it lower?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Dental came in at 0. Dental actually came in at 0.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And what we've received from help was a 3 percent increase. But I will tell you at this point as we're starting to prepare agenda items and finalize agreements, we're finding that there's some discrepancies in the counts that they're calculating off of, our employee counts and our member counts.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** So we believe we have enough money in the budget so I don't, you know, want to alarm that. But we do have follow-up meetings with them to make sure that the 3 percent that they have told us is the right number.

**CHAIR PRO TEM DAVIS JOHNSON:** Is the miscalculation up or down?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, that's part of what we don't know.

**CHAIR PRO TEM DAVIS JOHNSON:** It's too early? Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. So we're actually meeting with the underwriter and the insurance provider tomorrow. So we'll get --

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- you know, bring that information back as -- as it comes clearer. The CGL insurance, just to - - to let everybody know, last year when you adopted your CGL insurance you actually entered into a 14-month contract. So we actually pushed our renewal from October 1<sup>st</sup> into -- actually it was 14 and a half months -- pushed our renewal date from October 1<sup>st</sup> to December 15<sup>th</sup> to get away from the hurricane season. So we don't have those renewal numbers at this time.

But we did meet with them last week. We have been carrying 2 percent and we were told if we're carrying that we'll be fine. 'Cause they don't -- they don't even believe that 2 percent, we'll hit that target; that we'll be below that number. But we've been

carrying 2 percent. And then again the other expenses, you know, as -- as we get proposals and cost estimates and trends, I mean, you know, we -- we obviously carry those numbers in the -- in the budget.

**CITY MANAGER EVANS:** This particular slide I did provide the council with a memorandum when we initiated the first submission of the tentative budget document which was delivered on August 1<sup>st</sup>. And in that memorandum I communicated some concerns we have with respect to the long-term financial condition of the organization.

As you can see currently, the document that is before you is a balanced budget. But based on some major assumptions that we have provided that we certainly need to look at taking the necessary steps to right-size the organization, as well as looking for efficiencies to be able to make sure that we don't run into a deficit. If you look at the projections fiscal year 2019 shows that we will have a deficit of approximately 682,000. Then it will also go to 859,000 in 2020; 2021, 898,000; 2022, 2.1 million; and 2023, 3 million. That is based on the assumptions that we provide pay raises or cost-of-living increases to the tune of 3 percent per year, if we continue to see escalation in health and dental costs.

And so one of the things that we are going to be doing as staff is looking at opportunities for efficiencies, looking at how we spend our capital dollars and then looking as attrition occurs in the organization, really looking to make sure that we have the right positions to be able to provide services here in the 21<sup>st</sup> century and is there any automation that can occur. Some --

**CHAIRPERSON MILLER-ANDERSON:** Let -- one second. Let the record reflect Miss Hubbard is on the dais.

**CITY MANAGER EVANS:** -- some of the things that we've talked about internally in order to address some of that would be looking at a modification to our existing health plan and that is a further discussion that we will have with the council in subsequent meetings when we look to prepare for fiscal year 2019.

Also some of the other aspects that we certainly need to be considering is the rate of pay that once we institute that Compensation and Classification Study and the 3 percent pay raise you're looking at reoccurring increases and expenditures to the tune of 1.3 to \$1.4 million. So we're also going to have to have the conversation about reductions in spending, as well as alternative revenue sources.

One of the things that we also need to be mindful of is not making sure that we make any reductions in preventative maintenance for our facilities and having the appropriate capital to move forward with constructing new facilities, addressing some of the concerns we have in our facilities, because as we all know that most of them are quite dated. But we wanted to provide the council with a five-year long-range financial plan and that starting in January staff is going to start looking at ways to make modifications to address that.

Now, that number, of course, is compounding. But the real challenge for us is with the Compensation and Classification Study, if you look to carry that 750,000 plus the

575,000 for a 3 percent cost of living wage, that is reoccurring costs that continue on. And so revenues, expenditures, efficiencies, all that is going to be looked at starting in January as we start beginning the process for the fiscal year 2019 budget.

This particular slide I think is critically important when we talk about economic development and opportunities to build capacity and wealth in our community. As you can see in the slide provided, when you look at the average for per capita personal income in United States it's \$46,346. The State of Florida, \$43,002. Palm Beach County, \$65,208 and Riviera Beach \$23,059. And so the source that we have received this from is the U.S. Department of Commerce.

So one of the big challenges we have is when we look to promote economic development in commerce, really focusing on creating those careers, those opportunities where we're looking for entities that are going to pay higher than minimum wage, that are going to pay the 40, the 50, the \$60,000 annually to our residents to be able to increase that per capita personal income.

Because as entities come to look to invest, whether it's the restaurant industry or other industries, when they look at the per capita personal income and they do their necessary studies, that provides a challenge for us when they do the analysis to look at what disposable income is and opportunities for our residents to -- to visit their -- their establishments.

One of the most important things now that we're seeing in U.S. history is that companies are not necessarily locating to communities because of accessibility to transport assets. It's more so looking at opportunities for a workforce that is educated, prepared and able to be able to provide the services that that company may need. So partnering up with technical colleges, partnering up with the marine industry, partnering up with other entities is critically important as we look to move that number up, because that is what's going to drive the real change economically here in Riviera Beach. So I think this is something that's critically important here locally.

But also when we go to advocate on behalf of the City when we go to Tallahassee, to look for opportunities for funding for capital infrastructure projects, to be able to assist in job creation grants or economic stimulus programs or even monies that are afforded to entities to see the job growth and creation that we would like to see in our community. So we thought it was very important to bring this to light and really work tediously as it is one of the goals of the elected body to make sure that we provide those opportunities for growth and wealth development in our community.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. One of the things that we wanted to do with this slide -- and I apologize, this is on page 45 of the book -- is to actually lay out the fund structure. And as the Manager says, he calls this the Color of Money. So what really is interesting here is that we actually budget, um, really by those colors. And there really is no crossover between those colors that's allowed in the process.

So the orange ones up there are really what we call your general fund, which

includes general fund, which again, that's your tax-supported operations. Your capital funds that you budget, your special revenue funds which are grants and those types of items. And then we have our debt service fund. The only one under the orange up there that you actually do not adopt a budget for, we keep our capital assets and long-term debt. We're required to keep those aside in a separate fund so it's really not a budgeted item. Those capital assets and debt service are actually included in the -- the other orange boxes above that.

The green boxes are again our enterprise funds. These are the funds that are intended to be self-supported and fee based. So you have your Utility Special District under there, the Stormwater Fund, the Solid Waste Collections, the Marina. And we put the Parking up there even though we're not adopting a Parking budget at this point but that's where Parking when we get to those discussions -- this is where Parking would fall under. The Internal Service funds, these are the areas within the government that actually cross all these lines. They get independent budgets. There's one for insurance, one for Technology or IT and one for Fleet Management. These three boxes actually provide services to the other boxes but again, they get their own budget.

And then we have the -- what we call our Fiduciary funds which are our three pension plans: our old closed pension plan for the general employees, the closed plan for the firefighters and then the police fund. We don't adopt budgets for those, but those plans are required by the ordinances to adopt their own budgets. And again, we can't -- we really can't take or we're not permitted to take any funds and help subsidize one or the other. So you can't take anything out of those orange boxes to subsidize the green boxes and vice versa.

**COUNCILPERSON HUBBARD:** Question.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes.

**COUNCILPERSON HUBBARD:** The funds that we collect from permits and the - and the like, where -- where -- where do those funds go?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You talking about, like, building permits?

**COUNCILPERSON HUBBARD:** Building permits.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. Those would all be part of your general fund so that's the -- the top -- well, the orange box, the top orange box that says General Fund. And I know the layout in your book is a little bit different 'cause one's landscape and one's portrait but it's -- it's the general fund. They -- they fall in there. So within your general fund you have, again -- it's primarily funded by property taxes but then you have those other things such as permits.

**CITY MANAGER EVANS:** But also, Director Sherman, correct me if I'm wrong, is that the monies that are collected because of building permit fees, because of the change in the statute, that money can only be earmarked for those services rendered by or provided by that specific function of the government.



**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** That's -- yeah, that's correct. Right. Right.

**CITY MANAGER EVANS:** So we -- we cannot utilize -- even if we were to, in essence, get a windfall of revenue because of development occurring, in most cases what you would do is have it in your restricted fund balance, and then you would utilize it for the purposes of additional apparatus or technology equipment or those types of things to be able to utilize that funding. So it's very restricted as to how you utilize the monies that's collected from permit fees.

**COUNCILPERSON HUBBARD:** What about the impact fees? Is that the same? Does the same go for the impact fees?

**CITY MANAGER EVANS:** Impact fees are restricted because it needs to go to what is the specific impact. So if I'm developing a multi-family development and I'm making an impact to the area, the monies needs to be spent in that particular area to mitigate whatever my impact is. So it is restricted to a point.

Also when you look at if there is a level of service change, you know, for law enforcement, Parks & Rec., those types of things, if there is a direct correlation, then you can utilize those monies. But that's something that's specifically, you know -- the Finance Department and Legal opine on that to make sure that we're consistent. 'Cause that does have some restrictions, as well.

**COUNCILPERSON HUBBARD:** The -- so the monies that are generated in, um -- in these other departments, you know, like you have the Stormwater here, those -- those are that -- that are meant to be self-sufficient. This just not -- doesn't just not apply to the impact fees as they are generated in that department as well as with the permit fees. But can -- and the reason -- the reason I'm asking is it's part one of -- of a question.

We -- we were talking early on about getting the positions in Community Development filled. And we were talking about the money for it or the -- the lack of money for it. But we said we were going to expedite that and get that moved forward. But we haven't been able to move forward with that because we weren't able to put -- because the money were in the general funds or it just hadn't happened yet? And I was thinking after this explanation maybe that's what -- that's why that hadn't taken place. But based on your explanation, that's not the case.

**CITY MANAGER EVANS:** Right. We do have the flexibility based on the revenue collection from the permit fees to be able to, in fact, staff up to be able to accommodate the needs of the Building Department. But our traditional -- our trend analysis that we provided over the last couple of years shows that this year I believe is the first time in quite a bit of time that it will be self-sustaining. I think over a -- I think it was a seven- or 10-year look-back, there was almost a \$2.3 million deficit where the general fund was subsidizing it.

So now that we do have the monies, we do have the ability to ramp up and then ultimately take away that subsidy from the general fund. So things are good now, but also we have to continue to monitor it because based on the revenue that we've collected

from the State and some of the things that we're seeing in the construction market, that things are starting to slow down somewhat. So we're -- we're monitoring that as we move forward. But we do have the mechanisms to be able to -- to fund those additional personnel requests that the department are asking for. Specifically in the Building services.

**COUNCILPERSON HUBBARD:** And -- and -- and the reason that I bring that now up is -- is based on the fact that you brought this up. And the -- the one thing that I -- I noticed is that people are trying to build and to do things. But certain people -- some people for certain projects are saying it -- you know, it's taking over 30 days to get a permit. So once those people -- if those -- if we have -- if we staff -- get that done, then that's money that we can bring in. But if we -- if we're holding people down for over 30 days before they can get a permit because we don't have the staff, we're missing out on some good money that we could actually have.

**CITY MANAGER EVANS:** Yeah. And you're absolutely right. Operationally, that's something that is a priority for us to make sure that we can issue permits in an expedited fashion and making sure that we can have certificate of occupancies issued, 'cause the faster we can do that the faster we can get those entities on the tax roll.

This next graph is the significant budget modifications in the general fund. But the thing I do want to pull your attention to is the Cost of Living Adjustment, as well as the funding for the Compensation and Classification Study. That is the major bulk of that money. One of the things that we will find out here fairly shortly is how much the Compensation and Classification Study is going to cost us. Right now staff is doing a job task analysis where they are filling out the appropriate documentation to say what their job duties and responsibilities consist of. Based on that information it will be reviewed by the supervisors, department directors and ultimately administration. Then we will go out to the market and find out exactly what the market is paying for those particular positions and then we will find out what we need to do to adjust compensation accordingly. Now, we know as it relates to these types of studies there will be situations where some employees receive increases in compensation. Some employees may find themselves right at market. And some employees may find themselves above market. So we're looking at all that information and we will be able to provide that in a comprehensive analysis to the council, because ultimately in order to move forward we're going to need ratification by the council to do so.

One of the things that was a policy discussion with the council and it seems to be the pleasure of the council, to move forward and look at addressing those employees that were with the organization during the downturn in the economy and when they experienced the furloughs and finding some way to address that compensation issue, because what has happened is we've experienced compression in the pay plan. And so you have folks that as we went through the downturn in the economy and new people coming in, they may be within a couple of cents or a couple of dollars of one another.

And so we're looking at ways to be able to address that and our consultant is working diligently to do so. We're hopeful to be able to bring something to the council sooner rather than later. I know that our target date is -- is March but we're looking to try

to expedite that. HR has been working with the consultant. The employees have access to be able to fill out that -- that questionnaire during work time so we can move with that sooner rather than later.

Then the other component is the \$575,000, which accounts for 3 percent pay raise across the organization. Assuming that you add those two numbers and add it to your payroll, that's really what gets us in the situation where you find yourself running a deficit in subsequent budget years. But staff believes that there is some modifications and tweaks that we can make throughout the budget cycle to get us to where we need to be.

With the -- the larger item that is going to be very important to this organization is the Professional Services for the Comprehensive Plan. That is really going to set the foundation for the policy direction that the council wants to go and the community wants to go with respect to looking at development and how do we set architectural standards, how do we look at siting facilities. Those types of things are going to be critically important to the city as well as the development community. So there will be a lot of engagement with the elected body, as well as the community as we move forward with that. And plus we're requiring to be able -- we're required by -- by the law to put together a comprehensive plan and send it to the Department of Economic Opportunity for ultimately their remarks.

So staff has already began the initial process of preparing to ramp up for that. So these are the significant modifications. If I'm not mistaken -- Director Sherman and Director Blankenship can provide me a little bit more information -- but I believe the master plan number for Parks & Recreation is actually going to go up. I think the anticipated cost was about \$100,000 on that, so that number may change. And -- and I believe we had that discussion earlier this week; is that correct, Director Blankenship?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Good evening, Council. Rich Blankenship, Parks & Recreation Director. That is correct. The -- the anticipated cost for the Park's master plan is \$100,000 based on experience and, uh -- and market trends and the way those things go. So that's -- but we -- we have to do an RFP. We have to go out on the street. So it -- it may not be that.

**CITY MANAGER EVANS:** And -- and one of the things that we've looked at is by the time we get that process up and rolling, you can possibly look to transcend fiscal year. So you can start it and then ultimately ask for an additional \$50,000 budget appropriation in the fiscal year '19 budget to be able to -- to move forward with the master plan. And that's going to look at your Park's inventory. It's going to look at the demographics of your community. It's going to tell you what types of recreational services is consistent with the demands of your constituents, as well as looking at what Parks' facilities have become functionally obsolete and where should -- some investments should be made and how do you connect, you know, the -- your transportation network to your Parks' system.

So it will be a -- a very comprehensive process but a process that will lead us to becoming an accredited Parks & Recreation Department, which is a -- a great thing for us to -- to move forward in that vein.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair, so that's the ultimate goal, to move towards accreditation?

**CITY MANAGER EVANS:** Yes, ma'am.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**COUNCILPERSON HUBBARD:** I don't know. This may or may not be the correct time and nor -- nor that I'm suggesting that it -- it's going under Parks & Recreation. The Summer Youth Employment Program, do we have that line item in the budget this year?

**CITY MANAGER EVANS:** The monies that we have remaining from last fiscal year we did carry that money over. I think it's about \$111,000, to assist with the Summer Youth Job -- Summer Youth Employment Program. Also with the intent to -- to reach out to the private sector to assist in funding said program.

**CHAIRPERSON MILLER-ANDERSON:** Is -- is it the contract services line item?

**CITY MANAGER EVANS:** I don't think it's in contract services line item. I (unintelligible).

**COUNCILPERSON HUBBARD:** We definitely need to have monies in there for two -- at least two job developers because I don't want to run into the problem that I had this summer that -- with the inability to have two job developers to go out and secure the 500 jobs.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. No, and I -- I will tell you, we worked very closely with Miss Grimsley and I -- I went back a few slides. If you look at the, uh -- I don't know. Let's see if this thing works.

**CHAIRPERSON MILLER-ANDERSON:** Transfer to YEP? Is that your note?

**COUNCILPERSON HUBBARD:** Huh?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay. Where -- where -- okay. I guess it's not -- the laser's not going to work. But the fifth line up or the --

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- or the sixth line there it says Transfer to YEP.

**CHAIRPERSON MILLER-ANDERSON:** What page is that in the big one?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Uh, let's see. This is page 60.

**CHAIRPERSON MILLER-ANDERSON:** 60?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Is that

on 60, Karen?

**COUNCILPERSON HUBBARD:** The intent is not to have it under YEP.

**CHAIRPERSON MILLER-ANDERSON:** 60.

**COUNCILPERSON HUBBARD:** I'm not saying that, you know, in a -- in a negative way. I'm just saying I know that it was necessary that we did it like that this summer. But it wasn't -- that wasn't the intent of the program.

**CHAIR PRO TEM DAVIS JOHNSON:** Where is the -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CITY MANAGER EVANS:** So --

**CHAIR PRO TEM DAVIS JOHNSON:** Where, then, would we put it if we removed it from YEP?

**COUNCILPERSON HUBBARD:** We could -- we were -- we could find -- I wanted it to be -- we can create a line item for it. We can find it and I'm sure the Finance Director create accounts all the time. So --to create an account just for the Summer Youth Employee -- Employment Program.

**CITY MANAGER EVANS:** We -- we need direction from the -- from the council as to how you would like to proceed concerning that program.

**CHAIR PRO TEM DAVIS JOHNSON:** If we were to start now with the understanding that we're going to have the two additional coaches -- because there is already a program that is under YEP -- it could just function with those two additional as opposed to creating a separate -- almost like a separate division to house that.

**COUNCILPERSON HUBBARD:** Not to -- not to house it. It's just a -- it's just a different project. It's only a summer. It only happens in the summer. It's, um, the -- what -- what -- what Valerie does with the coaches and the YEP is -- is -- is one thing and this initiative was something totally different and apart.

**COUNCILPERSON PARDO:** So designate those funds specifically for the (unintelligible).

**COUNCILPERSON HUBBARD:** For that so that we can -- we -- so that we can finally, for once and all -- once and for all, see if the Summer Youth Employment can actually work. And if it doesn't work this year then we blow it up like we do everything else. But at least give it a chance to fail on its own. It hadn't had that opportunity and I think it -- I think fairly we can do that and I think we -- we -- we should do that.

**CHAIR PRO TEM DAVIS JOHNSON:** I think that we can -- we can do what you're intending. Because we don't have a lot of space and we don't know where half of the staff will be as it stands. So I'm just thinking even if it's housed in that building -- or you don't -- you -- are you suggesting that it --

**COUNCILPERSON HUBBARD:** Using -- using the word "housed" is, um -- for me is to -- under a line item, because the persons that I'm talking about that are going to be going out -- going out and working virtually with laptops and iPads talking to the hundreds of people that we have over in our industrial areas and throughout the city, they don't need to have a seat at our office anywhere.

They need to, one, be out getting some jobs, two, e-mailing reports back in and, you know, when we start -- like we -- like the Summer Youth Employment Program has always done where people come to sign up, they meet in the gym. They get their -- they -- they get in line and they get -- you know, they get their assignments of their -- you could -- their advocates.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. So we're going to be looking for two individuals so we're going to -- is this -- are they employees of the City? Are we contracting? Are we going into Professional Services agreement?

**COUNCILPERSON HUBBARD:** They would be --

**CHAIR PRO TEM DAVIS JOHNSON:** Kind of --

**COUNCILPERSON HUBBARD:** -- Professional Services agreement. We wouldn't take employees out of the City because I don't want to get into the fact that, you know, somebody is doing more than they're supposed to do or they're being taken away from their jobs in somebody else department. So I don't -- I don't want to have a problem with that, either. I just don't want any problems with it again.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. So I'm -- I'm understanding better what -- what you're wanting. I see this as an opportunity for us to go out and solicit the individuals that we wish to -- technically it seems as if they would be overseeing the -- the solicitation of businesses to support us in this endeavor, to provide employment.

We're going to be also looking to them to go out and identify the students that can potentially work. So we should -- so if we -- if we are doing that, how then, Mr. Evans and Mr. Sherman, do we separate that out? Because we have this transfer to YEP. If we -- where -- where then would we put it? How would we house something like that?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. I'm -- we would just --

**CHAIR PRO TEM DAVIS JOHNSON:** Would that fall --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- we would just create another set of accounts, as -- as Miss Hubbard said.

**CHAIR PRO TEM DAVIS JOHNSON:** Set of accounts?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it's not that difficult. We -- we'll have to just go and figure out how much that 310 we're pulling out of there and separating, and we'll just put it into two separate --

**CHAIR PRO TEM DAVIS JOHNSON:** But when you create the account, the account is going to be associated with what department? It has to have an association.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, that's -- it -- that's the question. I mean, we still have to have somebody --

**CHAIR PRO TEM DAVIS JOHNSON:** So if --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- in charge of it. So we --

**CITY MANAGER EVANS:** And there's a processing of payroll, all those other aspects associated with it. So that -- and that's why, based on the -- the situation that we found ourselves in this fiscal year, that YEP made sense, because the infrastructure was already there.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**CITY MANAGER EVANS:** As it relates to us doing it now we would have to, in essence, develop a program and then house the process that we move forward with the solicitation for the job developers or job creators and then access to is the city e-mail or network because they would, in essence, be an agent of the city. So I think there needs to be some additional conversation as far as what the pleasure of the council is and how we can mold that program to have it as a standalone program versus the -- the YEP program.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**COUNCILPERSON HUBBARD:** My thing is I think staff should know how to mold it and make it a standalone program, because we got a hundred of them. We got a hundred of them here. We got the little -- we got football, cheerleading, all that.

**CHAIR PRO TEM DAVIS JOHNSON:** Parks & Recreation.

**COUNCILPERSON HUBBARD:** They're under -- and they come under Parks & Recreation. We got, you know -- just say if we did it under Administration. Just find somewhere to stick it and give it -- give it an account so that we can do it. It doesn't matter right now. We can work -- work on it later and talk about it later. We don't -- we don't have to talk about it now.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** All right. So that's exactly what I was going to say. So for the time being we can just put it --

**CHAIR PRO TEM DAVIS JOHNSON:** Under Administration.

**COUNCILPERSON PARDO:** -- under, yeah, Administration, under Finance or something. And then, you know, after we get through the budget and the whole bit, then

we can have a discussion on how to move forward --

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah.

**COUNCILPERSON PARDO:** -- with the program. But as long as the funds are in a designated account --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**COUNCILPERSON PARDO:** -- specifically for that, no one's going to touch it until we have a plan.

**CITY MANAGER EVANS:** And -- and we can -- we can easily leave it right there and just make sure that it's earmarked that it's -- it's not touched until we have a workshop discussion with the council to formulate what the program would look like and how we would move forward.

**CHAIRPERSON MILLER-ANDERSON:** All right. So which way do you all prefer? Do you prefer to stay where it is and earmark it and then --

**CITY MANAGER EVANS:** Yeah. We can -- we can do --

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**CHAIRPERSON MILLER-ANDERSON:** Yeah?

**COUNCILPERSON HUBBARD:** Yes, we can do that.

**CHAIRPERSON MILLER-ANDERSON:** All right.

**COUNCILPERSON HUBBARD:** (Unintelligible)?

**CHAIRPERSON MILLER-ANDERSON:** No, we're moving on from that.

**CITY MANAGER EVANS:** Moving on to the --

**CHAIRPERSON MILLER-ANDERSON:** You still had a question for him?

**COUNCILPERSON PARDO:** I'm --

**COUNCILPERSON HUBBARD:** No, not with that.

**CHAIRPERSON MILLER-ANDERSON:** Oh, yeah. We're done.

**COUNCILPERSON PARDO:** -- so if we have any questions for Parks & Rec., is this the time to ask?

**CITY MANAGER EVANS:** It -- we -- we have at the -- we just have a couple more slides and then we'll go to any departments --

**COUNCILPERSON PARDO:** Okay, fine.

**CITY MANAGER EVANS:** -- that --



**COUNCILPERSON PARDO:** Whatever.

**CITY MANAGER EVANS:** -- the council wants to come up, will come up and represent.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Where are we? General fund (unintelligible)?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Want me to do this?

**CITY MANAGER EVANS:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** What page is that? 14?

**CHAIRPERSON MILLER-ANDERSON:** 69? No. I think 69.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. We're on now page 69.

**CHAIRPERSON MILLER-ANDERSON:** 69.

**CITY MANAGER EVANS:** In the budget document.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And we -- we have, at -- at the past budget meetings this year, been reflecting our revenues as percentages of the budget in -- in pie charts. We thought this would be the time to, you know, bring out the -- the numbers and -- and actually show you what we have here.

These -- this is the general fund revenue and these are the categories that we report our revenues in within the general fund. First one is obviously taxes. And again, that is more than just property taxes as it includes, you know, all the sales taxes and other taxes that we have. But that is 68.88 percent of your operating budget. Be mindful of the fact that that 49,469 does include the property taxes that ultimately are sent over to the CRA, which this year it's about \$5.2 million. But that obviously is where we saw our -- our biggest increase.

And then we have, you know -- as Councilwoman Hubbard asked about licenses, permits and fees, the -- that's the second line item up there. We are seeing a slight bit of growth in that number, but it is fairly flat as are the intergovernmental revenues that we receive, and those are coming from the State of Florida. Charges for services. That's anywhere in the general fund where we charge for a particular service so that includes all of the parks fees. That has EMS fees. This is where we also account for the charges that we do internally between departments.

Fines and forfeitures. Again, it is as -- as you see there, it's -- it's the fines. We're again seeing a little bit of growth on that. That does include the code fines and forfeitures money that we collect. And again, as we have seen, that number goes up and down every year. You can see two years ago it's at 542 and it dropped to 381 and now we're back up to 474. Investment earnings. You're seeing a large increase in that number. As

the fed has -- has raised the rates. We're obviously seeing some of that impact so we're actually starting to see that number actually show up on graphs again .

And then you have grants and contributions. Those are, again, some of the grants that we have that we actually just run through. The general fund miscellaneous, that's where we have sale of property, you know, and those -- those oddball items. And then our transfer in are the monies that are coming from the other funds that are actually coming back into the general fund to pay for specific items. So the revenues are totaling the 71,824,076. Then we jump to again on page --

**CHAIR PRO TEM DAVIS JOHNSON:** Before you jump --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** -- could you elaborate on your "oddball items"? Such as what, when you say "oddball"?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Sure. If you go to -- and I -- we can pull this up on the actual screen. Let me get to the -- go to -- and I have it as page 90. Do you have it? I just want to be sure we're on the same version here.

**CITY MANAGER EVANS:** It's 90 -- yes.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Go to -- if you go to page 90 --

**CHAIR PRO TEM DAVIS JOHNSON:** Oh, the miscellaneous by category?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- in -  
- in your book -- and Karen will actually call it up on the -- on the slide so everyone can see.

**CHAIR PRO TEM DAVIS JOHNSON:** Miscellaneous by category?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Uh-huh. Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. That -- that -- that's sufficient.

**COUNCILPERSON HUBBARD:** Where is it?

**CHAIR PRO TEM DAVIS JOHNSON:** On page 90 in the book.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** Rents and leases, sale of surplus items.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. Right.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Just wanted some clarity on "oddball."

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. No, that's fine.

**COUNCILPERSON PARDO:** Okay. And then --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, you know miscellaneous. It's that catch -- I'm sorry, Miss Pardo.

**COUNCILPERSON PARDO:** Okay. Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** So once we figure out what we're going to do with our \$2 million plus a year, will we see that in revenue?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** For the penny sales tax?

**COUNCILPERSON PARDO:** The penny sales tax 'cause we're not showing it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** That will actually show up in your capital budget. Right.

**COUNCILPERSON PARDO:** Okay. All right. So it's sitting in a special fund right now?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it -- we -- we created a special fund. We've created a special bank account so we can track all the earnings and, you know, it -- it stays in that one fund.

**COUNCILPERSON PARDO:** Okay. So do we have other funds? Do we have other categories that we're not showing in the book?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. No. Everything else is -- is accounted for.

**COUNCILPERSON PARDO:** Everything else except the --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. Yeah.

**COUNCILPERSON PARDO:** -- penny sales tax?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Except the penny sales tax. Right. So when you go through, like, that capital book, you'll

see how impact fees are being used.

**COUNCILPERSON PARDO:** Sure.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And how grants are being used and -- and the like. The only one that's not appropriated at this point is that penny sales tax. Okay. Back to the PowerPoint. Thank you. Oh. I want you to -- can you open it up? Also on page 69 are the general fund expenditures. Again, these are listed out here by department.

I will point out a couple of -- a couple of significant changes. You do notice under General Administration which is the second line down that that number has dropped. That's where we had the payments in prior years that we were making to help subsidize the CRA's operation. So now that those are -- have been removed that's why you see a significant drop there. Let's see. Which other ones? Oh, IT, you notice, is down to zero. That's -- and Fleet down at the bottom are both at zero because we created the two internal service funds so those budgets are not included in the general fund anymore. But the significant changes here, as -- as we have talked all along, are really the personnel changes including not only the contracts but the 3 percent COLA and the \$750,000. And then we had that \$2 million slide earlier about the significant budget changes that are included within the individual department budgets.

**COUNCILPERSON HUBBARD:** In the personnel part of it, what -- in my notes I wanted to ask you, Mr. Sherman, your department gets an increase in employees every -- every year. Almost.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No, not every year.

**COUNCILPERSON HUBBARD:** I'm not picking on you.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**COUNCILPERSON HUBBARD:** Almost.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.  
But --

**COUNCILPERSON HUBBARD:** But why -- but I mean -- but then other critical departments don't. So do -- do -- and I -- and I bring this up because we were talking about the deficit that we may find ourselves in. And I'm thinking if we don't need critical positions or we don't need to create critical -- new critical departments or new critical positions, that might be a way for us to, um --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**COUNCILPERSON HUBBARD:** -- save in that deficit.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well -- right. And -- and -- and what we've done is, again, looking at two -- two of the positions

are really related to the CRA that we've talked about before and all the

additional -- other additional work that -- that's coming towards the Finance Department.

And I do have a slide if -- if we want to pop that up there. But I have, um, 11 people in D.R.O.P. And the plan is, is those D.R.O.P. employees D.R.O.P. out of the payroll. As -- as the Manager said, that's when it gives you the opportunity to either eliminate positions or do some -- some reorganizations. So as those 11 positions in the next three to four years -- and I have some actually D.R.O.P.ing out this year. As -- as those positions start to D.R.O.P. off, I can tell you right now I will be coming and taking some of those positions back out of -- back out of the budget.

**COUNCILPERSON HUBBARD:** So you have how many people leaving this year?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** This -- this year it is just one this year. And then next year I want to say it's two and then the next year after that I -- I start to see, like, three and four go.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair, is it citywide or --

**CHAIRPERSON MILLER-ANDERSON:** All right. Are you finished?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No, this is just --

**CHAIR PRO TEM DAVIS JOHNSON:** -- in your --

**COUNCILPERSON HUBBARD:** This is in Finance.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- within the Finance Department.

**CHAIR PRO TEM DAVIS JOHNSON:** Just within the Finance Department?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. I -- about 20 percent of my staff is in D.R.O.P. right now.

**COUNCILPERSON HUBBARD:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** But not immediate. You only have one that's leaving immediately?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I have -- I have one this year and then it starts to really hit -- hit next year.

**COUNCILPERSON HUBBARD:** Madam Chair?

**COUNCILPERSON PARDO:** Okay. Which --

**CHAIRPERSON MILLER-ANDERSON:** Hold on. Hold on.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Are you -- were you finished?

**COUNCILPERSON HUBBARD:** Okay. They can go ahead and chime in.

**CHAIRPERSON MILLER-ANDERSON:** Are you finished?

**CHAIR PRO TEM DAVIS JOHNSON:** No.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** I have a question.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Let -- she's not finished yet.

**CHAIR PRO TEM DAVIS JOHNSON:** I'm -- I'm not -- I wasn't finished.

**COUNCILPERSON PARDO:** What? Oh, I'm sorry.

**CHAIR PRO TEM DAVIS JOHNSON:** That's okay. So that's a perfect segue because I'm thinking in terms of when we -- when I think in terms of critical, for instance, Code and the condition of the number of --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** -- vacant and derelict properties, as I was talking to Mr. Evans and to Code, one code enforcement personnel person may have 21 blocks where eight square miles -- but it seems to me that we need to increase that because the condition of our city with the number of -- of properties that need to come down, possibly become in-field housing, we need to increase that staff. We need to increase that building staff. And if the positions that you are getting can be pushed back since you're only losing one to D.R.O.P. and you have your -- your retirement that will be coming in three to four years where you will see the greater number, I would like to see a reallocation of that in order to compensation code staff and building staff.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Because you do have an opportunity to later increase that staff as the surtax dollars start coming in, as the projects start moving. So perhaps we need to take a look at how we can do that to shore up Code, Building and the like.

**CITY MANAGER EVANS:** One of the things concerning the positions that are in the -- the fiscal year 2008 budget -- or 2018 budget is there is a lot of situation where there is not much depth and bench strength in the organization.

**CHAIR PRO TEM DAVIS JOHNSON:** Absolutely.

**CITY MANAGER EVANS:** And so some of these position is -- positions are to

provide that additional capacity to be able to do the comprehensive analysis and looking for opportunities to save the organization money, find efficiencies and then look to address that deficit.

If -- with respect to the Financial Services operation, I would strongly request that the council, if there is other positions that we look at to make changes or modifications, I would look in other departments just from the standpoint on the Finance side, we know that there's 16 percent of our water that's not accounted for. And so there's things that that particular department and function will do that will generate revenue and do analysis for us to be able to find those discrepancies . For instance, the health care information that was proffered today was something that Director Sherman and his team came up with and there could be a potential rebate to the City that is quite sizable. So with respect to the fiscal services operation, I think it's important that we keep those positions there. But throughout the organization, we are going to have substantial amounts of attrition occur. And just because someone's in the D.R.O.P., they can leave at any particular time. So as we look to reorganize and restructure the operations, we have pared down the list as far as what we think the needs versus the wants and those types of things. But with the Building side, that is a revenue stream that obviously we can create more positions in that and not affect the general fund 'cause it has a designated funding source. If we make the changes and modifications and eliminate the positions that are proffered here in the Financial Services, there are services to the CRA that we will not be able to provide.

And one of the things that we want to be able to do is for some time now we haven't been able to receive the distinguished audit award from GFOA because of some of the accounting issues that we've had over on the CRA side. So us taking on that responsibility, we'll be able to process the audit faster. We'll be able to correct those issues that your internal auditor has provided. So there is going to be a better level of service. And the -- the books will be in a better condition based on the -- the structure that we're proposing.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. So understanding and -- and -- and accepting that, I'm just looking at financial services. We say we need a fiscal services manager. We say we need an executive assistant. Is there not a -- an executive assistant or senior person that could serve in a dual role where that work can be undertaken with the understanding that in future budgets you can then add that executive assistant that could further help? I -- I'm just trying to take a look at this holistically.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** And to think of ways that we could get you to where you need to be, but does it need to be with the addition of this executive assistant looking at that salary? Could that be a position in Code?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Gotcha.

**CHAIR PRO TEM DAVIS JOHNSON:** You know, I'm not -- I don't know offhand

what the salary of a code compliance specialist is but I'm just thinking in terms of being creative, identifying sources of funding that could support --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Let me tell you what -- what the thought process was on that.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Um, originally when we sat down and we -- we looked at this list of what was coming in our direction and trying to prepare for it, we actually asked for more financial accounting help. But then going back what we did is said if we're -- I believe Finance is one of only two departments that doesn't have an executive assistant. And what happens is, is our finance staff ends up preparing these documents and spends a lot of time formatting and printing and typing and, you know -- so the idea was if we bring in the executive assistant who can handle those types of duties and free up the accounting staff to do what they're trained to do, it actually does save some money. So that's why we put that position in there.

Our administrative help is at this point does -- does a lot of good work and we -- we push her real hard. But her basic thing is she's a receptionist that can answer phones and hand out checks and, you know, again, do some -- some light typing, which means staff has to do all the rest of it. So that was really the thought process with that. By doing that we were able to save some money and not ask for a third financial person.

Again, we -- you know, we -- we did look at the -- at the impacts and it's -- it's more than the CRA. We do have other projects that are coming down the line. And when I put up there -- and I -- I know those numbers don't jive with what I just said. That's just the accounting staff up there for six bodies. So we have one person that does payroll, one person that does grants, one person that does accounts payable, one person that does banking. It's just not a very deep staff. And half of them will be leaving in the next several years, including the assistant finance director.

So the thought was again to build the succession plan, start to bring people in, build some depth in the -- in the organization and as those people are here and start to fill in the vacancies as they come, then take out the vacancies on the back side. But at least you've had a staff that has been here for a few years and can, you know, step into those roles. But every one of those bullets in the -- the middle and -- and the -- the right-hand box, that's -- it's -- it's a lot of -- it's a lot of additional work that's coming towards Finance. And I -- and I won't speak to the Manager of this, but I -- I think he identified that which is part of the reason why I said, Okay. Maybe it's time to spin off the Library and spin off IT and the -- you know, and that's part of the thinking, and really get that Finance staff to, again, focusing back on, you know, traditionally what the Finance staff, you know, really should be working on.

**CITY MANAGER EVANS:** And -- and in -- in the grand scheme of things, the -- the budget process in -- in most agencies is -- is a 12-month process. And so I -- I've told the department directors, you know, you get October, November and the end of



December off. But we get back in the budget process in January preparing for fiscal year '19. So to be able to be -- to provide the necessary reports, to provide the elected officials the data to make good public policy decisions, certainly we need the Finance staff to be able to do the analysis, the calculations, making sure that we're operating efficiently and effectively and operating at full capacity in that particular function.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And - and the other thing I would add, keep in mind when we take over that accounting and all of that work for the CRA, there is the interlocal agreement that that is reimbursed. So taking out a body would -- and giving up that work -- I'm not saying it necessarily has to be that way. But if you're taking that out and we're not providing that work for the CRA, then the CRA isn't reimbursing us. So there is a -- an expense and a -- and a revenue component to this position specifically.

**CHAIR PRO TEM DAVIS JOHNSON:** Dawn, you can go ahead.

**COUNCILPERSON HUBBARD:** Question.

**CHAIR PRO TEM DAVIS JOHNSON:** She -- she was up next.

**COUNCILPERSON PARDO:** No. Mr. Sherman answered my question.

**COUNCILPERSON HUBBARD:** Question.

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON HUBBARD:** With the software, the Tyler Munis software that we're going -- supposed to be automating to --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Uh-huh.

**COUNCILPERSON HUBBARD:** -- would that alleviate the need for any of the positions that Finance is putting in for or that won't have a great affect on your department?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I -- I think once it is implemented -- and it is, um, a four-year implementation period. I think once it is implemented, you will see those efficiencies and those, you know, staffing changes. And again, that's a decision on how the -- the staff gets moved around.

But there will be efficiencies. You could get -- as you get rid of a lot of the manual work that is done and the system is doing it for you, and again, as you go through the D.R.O.P. process, that's a -- that's your opportunity to line up your staff where you need them at that point in time. I -- I do expect as we go into the time and attendance and you're starting to use the time clocks which should be coming in the next hopefully 60 days or so, that frees up time citywide.

And again, implementation of the ERP is going to take a lot of time upfront by the

Finance Department. But you're right, as you get out into years three and four and the -- the system is -- is now operating at -- at its most efficient levels, then there is again the opportunity to -- to roll back some of that staff. I fully agree.

**COUNCILPERSON HUBBARD:** When the, um -- when the gentleman, the auditor came, Mr. Harvey, and we were talking about Tyler Munis and the different components that it had, the four-year -- there was some components that was immediate that were going to provide better customer service --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Uh-huh.

**COUNCILPERSON HUBBARD:** -- that we could roll out more swiftly that -- that wouldn't take a four-year roll-out, that wouldn't take an 18-month roll-out like, again, the community -- in Community Development. The, um -- and I think what brings to mind Community Development for me is I have had three people tell -- call me about the fact that they put in for a permit 30 days ago and --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Uh-huh.

**COUNCILPERSON HUBBARD:** -- and you know, the only thing I can tell them is not to blame them. It's the fact that they don't have the staff to -- to do -- to do the job. And it was supposed to be -- you know, it is a priority to fill those positions. But you know, where we can provide customer service at a higher level with the software -- do we have the money in for the Tyler Munis? Is it in the budget?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes. Yeah. It -- it's in the budget. And again, you're right. Every -- every --

**COUNCILPERSON HUBBARD:** The timecard and stuff like that, that's just not important. We need to get on the -- you know, the -- the big end of stuff.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, I'll -- I'll tell you. They -- you -- you're always -- you're going to start with the financial system and we're going to start with the Community Development system at the same time. So those will be actually being implemented on the same track. And together they're probably a year each, and not a year after each other but at the same -- same time. Community Development may be more in the nine- to 12- -- nine- to 10-month period depending on how much time staff has to put towards it. But then once you've got that, then you roll over into the Purchasing module and the Human Resource module and the Utility --

**COUNCILPERSON HUBBARD:** Yeah.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- so when -- when I say four years it's not four years to get Community Development up and running. It's four years to get all of the modules up and running. You have to get certain

thing -- I can't do Utility until I have Finances. I can't do HR until I have, you know, Payroll up and running. So it's -- it's just a matter of one, you finish it, then you start the next one and you start the next one.

**COUNCILPERSON HUBBARD:** I'm just thinking that we -- we'll -- we'll save money when we're more efficient. We make more money when we're more efficient. And that's something, you know, a capital outlay that's important to make.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON HUBBARD:** To -- to make more money and to move more efficient --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. I -- I -- I think you will be -- when -- when we have the Development Services module up and running and we can demo it, you know, and you can actually see, I think you're going to be absolutely amazed at -- at what the systems are going to do for you.

**COUNCILPERSON HUBBARD:** I'm going to be amazed when the contractors and the developers tell me, "I got my permit in 72 hours."

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And -

-

**COUNCILPERSON HUBBARD:** That's when I'm going to be amazed.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- exactly.

**COUNCILPERSON PARDO:** Amen.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Exactly. Yeah.

**CITY MANAGER EVANS:** One of the things that I do want to list here under City Administration on page 8 as far as there's a correction. It says Senior Multimedia Specialist. It should be Multimedia Specialist position. It shouldn't say Senior. So that's a scrivener's error. We'll get that correct. But that's on page 8.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes. You said page 8?

**CITY MANAGER EVANS:** Yes.

**COUNCILPERSON HUBBARD:** Uh-huh.

**CITY MANAGER EVANS:** Under City Administration, correct.

**COUNCILPERSON PARDO:** Okay. So -- all right. So you brought that up so I guess you opened the door for us to, you know, take a look at all of these positions that

are being proposed. And I see under City Administration you're reclassifying several positions. Are they going to cost us additional money?

**CITY MANAGER EVANS:** That is going to be something that will be memorialized as part of the Compensation and Classification Study. In, you know -- in a basic answer I would say that yes, there would be additional costs associated with those positions. But until the job descriptions are created and they're put out to market, we won't know exactly where those positions end up falling.

**COUNCILPERSON PARDO:** Okay. So do you have an estimate on what the, um, economic development manager is going to make?

**CITY MANAGER EVANS:** I -- I do not have an estimate on that, no.

**COUNCILPERSON PARDO:** Okay. So how do we know that we budgeted enough money for that department?

**CITY MANAGER EVANS:** You want to speak to that?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. Any time that we're bringing in new jobs that we don't currently have, um, departments are required to draft up a job description and send it over to HR. And we try to get HR to classify us and try to fit it into -- to the current -- to the current schedule. What we're carrying for that position for next year -- and I don't have the detail. I want to say it's about \$75,000.

**COUNCILPERSON PARDO:** Okay. All right. So can someone send us the job descriptions since they're all ready?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Sure.

**COUNCILPERSON PARDO:** All right. So I'd like the job description for, um -- let's -- well, I would say for everything in city administration. You know, I'm interested in the marketing specialist position. I did see on page 10 you were trying to say, you know, the person is going to engage civic associations and, you know, blah, blah, blah. And you know, traditionally, it's been the elected officials, right, whose job that has been. So I'd like to see that. You know?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON PARDO:** I'm interested in that. I'm really interested also in the intergovernmental person, what that job description entails.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON PARDO:** But really I want to see everything.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay.

**COUNCILPERSON PARDO:** And since Mr. Davis, I guess, according to you, should have it, I -- you know, I'd like to see it by tomorrow morning, please.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. And just -- and again, just so you know, in order to include these in the job classification plan, those do come to the council as an agenda item for you to adopt.

**COUNCILPERSON PARDO:** That's fine. But I'd like to see --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You know, all of those job descriptions. Yeah.

**COUNCILPERSON PARDO:** -- it before we adopt the agenda. And then my other --

**COUNCILPERSON HUBBARD:** Before we (unintelligible).

**COUNCILPERSON PARDO:** -- my other question is, you know, I'd like to know if this is an error. Under Parks & Rec. you have, "Transfer out three full-time lifeguards to Fire. Transfer out a part-time to Fire and then transfer out two full-time." So is it a total of five full-time and then one part-time?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. It is -- it is six positions all together. I'm not sure --

**COUNCILPERSON PARDO:** So -- okay. So was the second one just an afterthought or, you know, they forgot to add that originally?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. I -- I -- I don't know why -- why that's three lines instead of two 'cause the -- and -- and maybe Mr. Blankenship can address the actual count selection.

**COUNCILPERSON PARDO:** And I know we approved it and everyone's cool with it but I just want to know the numbers.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** It is six positions.

**COUNCILPERSON PARDO:** So six. All right. So five full and a part-time position. Okay. That's fine. And then, um, you know, Development Services, if anyone needs help it's definitely Development Services. And our priority when we set out priorities for the budget was police and fire. So I'm satisfied with that. And the Utility, obviously we need that. Okay. So anyway, I'd like to see the job descriptions for City Administration, please. Thank you, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** You're welcome.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay. The next -- just let me go back to the page. It's at page 94 and 133, 'cause we break up the revenues and expenses in two different parts. But for the slide we put them on -- on one slide. Um, so again we talked about the Marina District at the Marina operations and again this is the water side operations, which is now being administered by Seven Kings. The budget that you have up here for 2018 was submitted by Seven Kings to the City.

So these are actually their numbers. I will tell you they've been there since May of 2016. And for this fiscal year they're actually running a million-dollar surplus through the month of July. The revenues that they have brought in have been twice what they have actually expended. So they're looking at this growth from our million-eight in revenues next year to almost 2.3 for FY 2018.

**CHAIRPERSON MILLER-ANDERSON:** I know some time ago, a few weeks -- meetings back, we talked -- it came up about the insurance requirement that they were asking for. Did we get any information on that and how that's impacted any of this? Are you -- do you recall that?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** From the water side? There was an insurance issue on the land side with the CRA.

**CHAIRPERSON MILLER-ANDERSON:** On the land side.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Um --

**CHAIRPERSON MILLER-ANDERSON:** With the docking? Boat -- docking their boats there?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Oh, you're talking about what they require from the boat owners. Yeah. I can't address that. I -- I -- I do remember that was an issue but I don't --

**CHAIRPERSON MILLER-ANDERSON:** Right. Can -- Mr. Evans, can you find out about that? That was a concern by -- by some people.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. And it was the boat owners thought it was excessive, right? Is that what the issue was?

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** And I think it went up to 2 million or something like that.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh, the insurance? Yes.

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** That was the conversation.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** The next one is the Stormwater revenues. As we've talked in the past, the Stormwater revenues are fairly consistent. They're same amount. It's every month. Property square footage doesn't change a lot. So unless you're doing demolition or -- or new buildings, that revenue doesn't -- doesn't fluctuate that much from one year to the next.

But I do want to point out, though -- and after having said that, I do want to point out that FY '18 budget, you will notice that there is a drop-off in the revenues. The School District contends that they do not have to pay stormwater charges, and they have not been paying their stormwater charges for the -- a number of years now. So we thought it best that we actually reflect the 2018 budget net of what we invoice the School Board. We do invoice them, and then at the end of the year we -- we set a reserve for that number. This goes back again three or four years, maybe even five years at this point. So the budget is actually built off the net number this year. So where you see the -- the cutback in those numbers is actually in the capital line item. There was one staff reduction through a vacancy but the reduction to kind of offset the -- the School number is in the capital. Now, this is -- this \$6 6 5,000 is pay as you go capital that we have. This is part of the -- the money after the bonds and we have coverage and we paid operations. This is what we're required to put into pay-as-you-go capital. The \$10 million bonds that we issued to assist with the Stormwater projects as part of the Street Improvement Program is outside of this. So that's -- you don't see that here. But that's what that Debt Service number is on the bottom. Solid Waste. Again, there's not a lot of fluctuation side to side. As you know , you have the contract with Waste Management. There is the annual adjustment to the fees that we charge. We have not received those numbers this year for FY '18.

But last year I will tell you that the rate that was charged to residents did go down. Not by a lot. I want to say it was 30 cents or something a month or something. But again, these are -- these numbers are -- are fairly flat from year to year. Again, this is -- does not count the commercial. The commercial is -- is done on the outside directly with Waste Management. And then we wrapped it up with the Budget Calendar.

We do have our public hearing on September 7<sup>th</sup>. The TRIM notices did say that the hearing would be at City Hall. With the issues at City Hall we did contact the County and tried to see what we could do about moving it. And there really wasn't the opportunity to move it so we will hold the budget hearing at City Hall next Thursday at 6:00. Not only for the budget but for also the -- the capital plan. And it just may be outside the chamber and not inside the chamber.

**CHAIRPERSON MILLER-ANDERSON:** We're going to have the meeting outside the chambers?

**CITY MANAGER EVANS:** In -- in that little atrium area downstairs if we have to. We are working with the vendor and they're hopeful that the council chambers will be available. But I'm not comfortable until we get an air-quality test to make sure that there's no issues before we occupy that facility again. So we're -- worse-case scenario we will be in the -- the atrium area downstairs where we can set up some chairs and tables to be able to do it. But based on -- it was put out in the TRIM notice. It provides --

**CHAIRPERSON MILLER-ANDERSON:** But the -- but with this being such a --

**CHAIR PRO TEM DAVIS JOHNSON:** Extraordinary circumstance.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. I mean, they don't have any

exceptions to it?

**CITY MANAGER EVANS:** No.

**CHAIRPERSON MILLER-ANDERSON:** So if the place was burnt down, I mean, what do we do?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, it literally has to be an act of God --

**CITY MANAGER EVANS:** Only an act of God.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

-- to -- to change it. It would have required --

**CHAIRPERSON MILLER-ANDERSON:** So whose fault is it we got mold?

**COUNCILPERSON PARDO:** Is it a time certain? What's the time certain? 7:00 or 6?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** 6:00. 6. 6:00.

**COUNCILPERSON PARDO:** So we'll do that and then --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And then that's it. That's --

**CITY MANAGER EVANS:** That's it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- that's the --

**COUNCILPERSON PARDO:** So there's going to be --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- council meeting on the 6th will be here, I believe.

**COUNCILPERSON PARDO:** -- we also need -- yeah.

**CITY MANAGER EVANS:** Yeah. The council meeting on the 6<sup>th</sup> will be here.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** But the 7<sup>th</sup> we'll -- we'll hold the public hearing.

**CITY MANAGER EVANS:** We'll -- and that's all it is is the budget. That's it. No other items on the agenda for the 7<sup>th</sup>. Budgeting and -- millage, budget and capital.

**CHAIRPERSON MILLER-ANDERSON:** So the mold is not an act of God. It's negligence? I mean, who's -- there's a fault to someone, right?



**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. I mean -- yeah. Yeah.

**CHAIRPERSON MILLER-ANDERSON:** I mean -- okay.

**COUNCILPERSON PARDO:** All right.

**COUNCILPERSON HUBBARD:** Well, what caused the mold was an act of God. The hurricane, then the water intrusion, then all of that.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** If Irma comes and shows up next Thursday then we'll have our reason to be --

**COUNCILPERSON HUBBARD:** We should have (unintelligible) it -- go -- go back to the one that caused the damage.

**COUNCILPERSON PARDO:** I'll bet you you can get an attorney to give you an opinion.

**CITY MANAGER EVANS:** Who did you guys speak to?

**CHAIRPERSON MILLER-ANDERSON:** What? I can't hear you.

**CITY MANAGER EVANS:** They -- they spoke to (unintelligible).

**ASSISTANT FINANCE DIRECTOR HOSKINS:** Last Wednesday when we realized that there was a conflict we did speak with the TRIM staff and actually got attorneys of -- involved with the Florida Department of Revenue. And we thought it was just a simple process to advertise in the newspaper.

However, the TRIM -- the Florida Statutes is kind of vague and they stated that no, only if it's an act of God can you change the -- the time and date and location of your public hearing. Now, because we put it on the TRIM notice as September 7<sup>th</sup> at 6:00 p.m., City Hall, we have to have it there or we would have to send out first-class notices to every property owner within the city and move it, and the cost and just the back and forth was so much that --

**CHAIRPERSON MILLER-ANDERSON:** But wasn't it noticed as the City Hall chambers?

**ASSISTANT FINANCE DIRECTOR HOSKINS:** City Hall chambers, right.

**CHAIRPERSON MILLER-ANDERSON:** But we're not going to be in the chambers.

**ASSISTANT FINANCE DIRECTOR HOSKINS:** But we -- we're going to be right outside or downstairs.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. They were -- they were okay as long as you're in the building.

**ASSISTANT FINANCE DIRECTOR HOSKINS:** It's still going to be at that same location. Right. It's going to be in that building.

**CHAIR PRO TEM DAVIS JOHNSON:** I think that it's going to be problematic based on the -- how we would set up the chairs, the -- you know, just the receipt of our citizens, trying to place us properly. It just -- it just seems like it's going to be a logistical nightmare.

**CITY MANAGER EVANS:** We will -- we will -- we're keeping our fingers crossed and hopefully we will have the -- the council chambers ready. But again, until we get the air-quality report back to say there's no concerns with respect to occupying that -- that room, we're going to hold off and -- and, you know, that will be our plan B. But staff did try to find any particular way to, um, be able to accommodate that and --

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CITY MANAGER EVANS:** -- so at this particular moment we will like to go through just if there's any questions from the council, any departments, we can start -- if there's any questions for administration then followed by the city attorney and then we'll go in sequential order.

**CHAIRPERSON MILLER-ANDERSON:** Starting --

**CITY MANAGER EVANS:** And the only request that --

**CHAIRPERSON MILLER-ANDERSON:** -- what page are we starting? Where's -  
- where's that?

**CITY MANAGER EVANS:** -- it would be, uh -- Administration would start on  
page --

**CHAIRPERSON MILLER-ANDERSON:** 103?

**CITY MANAGER EVANS:** -- 105 would be --

**CHAIR PRO TEM DAVIS JOHNSON:** 105.

**CITY MANAGER EVANS:** -- Administration. And the one request is the job descriptions for the -- the new positions or all the positions.

**CHAIRPERSON MILLER-ANDERSON:** Miss Pardo?

**COUNCILPERSON PARDO:** Excuse me?

**CHAIRPERSON MILLER-ANDERSON:** Just the ones that were listed?

**CITY MANAGER EVANS:** The add -- the add positions --

**CHAIRPERSON MILLER-ANDERSON:** For the change?

**CITY MANAGER EVANS:** -- the new positions or --

**COUNCILPERSON PARDO:** I would like the -- the job description for the new positions, and I'd like to know the cost of the, um -- the positions that are going to be reclassified. And also those -- the new jobs, I want to know how much they're going to cost us. And -- all right. So are we going through Administration now?

**CITY MANAGER EVANS:** Yeah. If there's any questions on Administration, yeah.

**COUNCILPERSON PARDO:** Okay. I have -- I have -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** Okay. So -- so reading your letter that accompanied the annual budget --

**CITY MANAGER EVANS:** Yes.

**COUNCILPERSON PARDO:** -- okay, so there are some things in here that are disturbing. And then I think, you know, there --

**CHAIRPERSON MILLER-ANDERSON:** Can you pull your mike up a little, please?

**COUNCILPERSON PARDO:** Can you hear me? This mike really doesn't move very well.

**CITY MANAGER EVANS:** Yeah.

**COUNCILPERSON PARDO:** Okay. I hope I didn't pull it out. Okay. So on page 6 you say, "The City will be hard pressed financially if it does not consider looking at alternative revenue streams to offset the cost of government," blah, blah, blah. So you know, we had this discussion a month or so ago when you had proposed the special taxing district and the fire assessment. And there was no consensus to move forward with that, right? So we made it clear we weren't moving forward with that.

And then, you know, to show that we're going to start hiring people -- now, I understand what Mr. Sherman said. Eventually he's going to have people D.R.O.P.ing. Right? Eleven D.R.O.P.s in, like, the next four years or so. But if we are going to be, you know, looking at deficits -- you're showing in 2023 a deficit of a little over \$3 million. Right? Next year a deficit of close to \$700,000. I just want to know why are we really moving forward with hiring all of these employees?

The last thing I want to do is have to go through a furlough again. Right? I don't want -- I don't want to be in that position. And you know -- and have to save -- we were able to save jobs. We didn't have to fire people or lay them off. But they did take furlough. You know, the -- if you go through the budget, everything -- you know, your number one expense is employees. And I would rather, you know, retain the employees and when they start D.R.O.P.ing then start picking them up. Instead of, you know, going through the budget here and seeing that you want to add these positions.

And maybe they are good positions. I don't know because I haven't seen the, um,

you know -- the job title -- not the job titles but I haven't seen what exactly these people are going to do. But you know, I'd just like to hear from you. Why do you think we need all of these new employees with the exception of Public Safety, because we made it clear that Public Safety is our number one priority. And, you know -- and what are you going to do about what you mentioned here about the alternative means of revenues?

Now, I'm sure if we were more aggressive with economic development we would, you know -- that would bring in some additional revenue. In the past year or so we haven't had anything. There really hasn't been much economic development. The people who were -- the people -- the staff people that were leading the charge on it, for whatever reason, stopped doing it. You know, are we going to be more active now with economic development? What's the plan?

**CITY MANAGER EVANS:** Well, I will address your -- your first remarks with respect to the financial state of the organization. In the transmittal memo that's provided by the City Manager, the intent is to take a snapshot of what's going on now but also project what will happen in the future. And I think if we do not look at alternative revenue streams it makes balancing our budget that much more difficult. We understand that the council, when staff proposed alternative revenue streams, it wasn't something that we were looking to institute immediately. But we wanted to allow for the council to have all the proverbial tools in the toolbox to look at options to say how can we generate revenue to offset some of the costs for the services that we provide. So that was the intent behind saying we need to look at what our revenue streams are, what our expenditures are, because it needs to be a hybrid approach. It needs to be cuts in spending. It needs to be alternative revenue sources and it needs to be efficiencies. When you look at the positions that we're looking to bring forward, one of the biggest things as it relates to Economic Development is Communications and Marketing. Being -- being able to communicate what we do, how we do it and encouraging people to come to our community. One of the things that I have participated in in multiple agencies is making sure that you are putting forward your best foot and making sure that folks know what you have to offer. Having a designated Communication and Marketing function to relate utilize TV 18, social media platforms and our website. I think we could all agree that our website is being underutilized. This team will also provide for some redundancies to assist in our existing media specialist who is a one -- one-man show and that these particular positions will assist in us putting together a branding strategy, putting together how we make sure that we protect and preserve the logo, making sure that we have the reputation that is necessary for us to have good working relationships with the press, etc.

So those -- that creation of that Communications and Marketing function is a critical function for us to move forward as an organization. The Economic Development manager partnering up with the position here that we're moving from -- and the Economic Development manager, that position is a title change as well as we're pulling the position -- I believe it's a small business coordinator position that was in Procurement, having them work with the Economic Development manager to assist on Economic Development, promoting that, working with Communications and Marketing, having the collateral necessary to go out and promote opportunities in Riviera Beach. The senior office assistant to work on intergovernmental affairs.

**COUNCILPERSON PARDO:** Okay. Madam Chair, all right.

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Hold on a second. So -- all right. That's fine. We don't have to go line by line because we are going to get the job descriptions. But the last thing I want to see is, you know, the funding on the back of the taxpayers. We have high millage rate right now. We're up to almost \$72 million in our budget.

We're not lowering the millage again this year and we're suggesting that we're going to start taxing the residents more. So I would like to see alternative plans. I don't want to see a fire assessment tax. I don't want to see raising the millage and I certainly don't want to see a special taxing district. So, you know, if you don't have a plan now it's something that you and your staff need to start discussing. The last thing these taxpayers need are additional taxes.

**CITY MANAGER EVANS:** And that's something that we're going to look at as part of attrition, modifications to our health plan, looking at things that we do differently, utilizing technology. Those are all components that we're going to be looking at to make sure that we can consistently maintain the level of service. But, you know, there is some conversations that we will have with the council in subsequent meetings as we look at level of services. What does the council think that we should emphasize on and be good at or what are some of the things that we can partner up with other entities or private sector entities to assist?

So we're looking at all those different components to be able to balance the budget but still provide the quality-of-life services that are uniformly enjoyed throughout the community. So I'm confident in staff's ability working together to work through what the position requests are based on the restructuring so we can get more value and more bang for our buck. And I think that the positions, that staff has even made some additional concessions because the initial request from staff was \$3.4 million over what the target was, and we pulled it down for the purposes of getting us to a balanced budget and getting the positions that the departments need.

**COUNCILPERSON PARDO:** Okay. So have you looked at -- so you're talking about the Marketing specialist. And if you recall -- well, you weren't here but other people I'm sure will recall we did have someone doing Marketing and we were getting, you know -- they -- we outsourced it. So have you thought about outsourcing it instead of --

**CITY MANAGER EVANS:** I --

**COUNCILPERSON PARDO:** -- bringing someone in house where we'd have to pay a pension and everything else?

**CHAIRPERSON MILLER-ANDERSON:** No.

**CHAIR PRO TEM DAVIS JOHNSON:** I -- I -- Madam Chair?

**CITY MANAGER EVANS:** We haven't looked --

**CHAIR PRO TEM DAVIS JOHNSON:** I don't remember that.

**CHAIRPERSON MILLER-ANDERSON:** I don't, either.

**CITY MANAGER EVANS:** -- to outsource it from the perspective I think there's a lot more value to having that function in house. And I've managed the Communications and Marketing function and I believe that having that staff in house, being able to react to things on real time and being beholding to us and understanding the dynamics of the community provides a better value and helps us put out some of our stories that an outside marketing consultant won't understand the dynamics. So I think having those positions in house will provide a value, plus I would want them to present their marketing plan, their marketing strategies, their branding or even the -- the way in which we have multiple logos, the logo versus the seal, when that's utilized. So I think there's tremendous value to having that in-house plus it allows us to utilize our TV station as a huge asset for us that in most cases is underutilized.

**COUNCILPERSON PARDO:** Okay. And then, um, I'm sure if we approve the intergovernmental person, so that person is going to try to go after grants? Is that person going to be a grant writer?

**CITY MANAGER EVANS:** That -- that person is going to assist in writing grants. That person is going to assist in --

**COUNCILPERSON PARDO:** Assist whom?

**CITY MANAGER EVANS:** -- it -- assist city administration. But they will be writing grants. They will be making contacts with our legislative delegation, letting us know when we get the legislative updates from the League of Cities. Helping set the legislative priorities, sitting down with the council, bringing what your legislative priorities are, having that ratified, making sure that we're in constant communications with the County, Tallahassee, other municipalities, the -- the school board. All those government entities that we touch that person will help being that -- that conduit in administration and then ultimately informing the elected officials and staff of what's going on.

**COUNCILPERSON PARDO:** Okay. So as you know, you know, the five of us -- I don't know about the Mayor, but you know, we sit on almost all of these boards and, you know, we're all very involved. So it's basically a person who is like an elected official but without the title?

**CITY MANAGER EVANS:** They would be peer to peer. They would be dealing with peer to peer. So they would be talking to --

**COUNCILPERSON PARDO:** Okay. And then what about our lobbyist? We have a lobbyist in Tallahassee. What are we doing with him? Is this new position going to also be the Tallahassee lobbyist?

**CITY MANAGER EVANS:** I would hope that after the first year, once we get traction and we see the value of that position, that that position is a major, you know, player in that to where it becomes a situation where that individual is working with the

elected officials and going up to Tallahassee to -- to actually be the lobbyist for the organization. In most cases and in some other situations, that is very common for an internal person to be

a -- to assist in the lobbying side, especially if they, you know, establish those relationships and understand how Tallahassee works.

**COUNCILPERSON PARDO:** I wasn't aware of that. Okay. So -- so this year we'll have a lobbyist --

**CITY MANAGER EVANS:** Yes.

**COUNCILPERSON PARDO:** -- in Tallahassee. And then after that that'll be the end?

**CITY MANAGER EVANS:** The -- that's going to be a policy decision that the council will make but --

**COUNCILPERSON PARDO:** But that's something that you're going to recommend?

**CITY MANAGER EVANS:** I'm going to -- based on I want the council to see the work product that -- and then from that make a decision as to --

**COUNCILPERSON PARDO:** Okay.

**CITY MANAGER EVANS:** -- does a hybrid system work or does this particular formula that we're proposing is -- is it a better solution for the organization.

**COUNCILPERSON PARDO:** Okay. And that'll be an experienced person?

**CITY MANAGER EVANS:** Yes.

**COUNCILPERSON PARDO:** So -- all right. So again, I want to job titles, please. All right. So that's it for this -- for Administration. I have more but does anyone else want to go here?

**CHAIRPERSON MILLER-ANDERSON:** Does anyone have something for Administration?

**COUNCILPERSON HUBBARD:** Yes. Well, as far as the, um -- the jobs and the additional -- the -- the new jobs, Economic Development is -- I'm very interested in that and that's something that we need seeing how we are eliminating a position that already have a salary attached to it. I don't have a problem with that because that can be a -- an income-generator, an income-generator for us. So I definitely want to see us do that. My concern about the grant writer is we have a grant writer now for \$5,000 a month. That's \$60,000 a year. So if we are going to get this new position, then that might be something that we can do away with that the -- the grant writer. I don't -- if that is something, you know -- so -- so it's kind of a duplication of services. So I'm not -- I'm not sure how we -- how we see that work because --

**CITY MANAGER EVANS:** I -- I -- I believe the CRA is the entity that pays that for the grant writer. They are going to get into a -- an arrangement with the City where they charge us a dollar a year for that particular service. But one of the things in speaking with the grant writer, they said it is 10 times more successful when you have somebody internally who's your point of contact to be able to provide --

**COUNCILPERSON PARDO:** We've been there.

**CITY MANAGER EVANS:** -- the white papers and information necessary so they can get real-time updates. So there's some constant feedback and communication. So there is -- there is a value to that arrangements.

**COUNCILPERSON PARDO:** Just so you're aware, we did have an internal grant writer who was probably -- right? Remember that? We let him go eight, nine years ago. Brought nothing to the table. You know? And that's when we started getting aggressive with the outside lobbyists.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anything else on this section?

**CHAIR PRO TEM DAVIS JOHNSON:** Well, Madam Chair --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** -- it -- it seems to me that the legislative position has morphed into far more than what it was initially, um, thought to be. And --

**CHAIRPERSON MILLER-ANDERSON:** The City Administration one?

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah. In City Administration. Because the additional conversation didn't include all that you just laid out. So that's an interesting expectation.

**CITY MANAGER EVANS:** They're -- they're going to be anything as far as relationships with other governments. They're going to be that conduit working with the County, working with other entities. And then also working with the grant writer. There is certain things that, you know, we may be able to work in collaboration with the lobbyists and the grant writer and that. But they are going to be -- when the School Board contacts us on some simplistic things that they want to hold the students back for the solar eclipse, that person will work with Communications and Marketing to make sure that the information is communicated effectively and that there's that constant dialogue. If they're shutting -- if we're shutting down any roadways, that's going to have an impact on the County side. So they're going to help be that main focal point to help us work with our intergovernmental partners to see if there's any opportunities for additional assistance or funding from the County. So they are going to be that person that's going to go across all those different lines from peer to peer as well as having that relationship with Tallahassee and the Florida League of Cities. So once we get those legislative updates and bulletins, those types of informations can be communicated to departments, Okay. We need to respond or we need to have a white paper on this, and those types of things. So that person can track the success of, you know, any efforts that we're making to move



the organization forward.

**COUNCILPERSON PARDO:** Okay. But we already do that. We're all involved in the League of Cities. We all -- you included -- we all get the notices. And I can tell you when you go up to Tallahassee and your lobbyist -- our lobbyist will tell you this. The elected officials up there, they don't want to hear from staff. They want to hear from the elected officials peer to peer. So, you know, it's obvious you want this position but I think you need to be a little more realistic about the position. You know, you have five elected officials that work very hard. All right? We work very hard. We know what's going on. We share it. I shared some resolutions with you today asking you to sign them. We're asking everyone around the state to -- to sign them. But you know, when it comes to that you need to be realistic. They don't want to hear -- the elected officials don't want to hear from staff people. They want to hear from their elected officials.

**CHAIRPERSON MILLER-ANDERSON:** Well, I think that, you know, we have the choice to have it or not have it. And I would hope that his, um, suggestion of placing this person in this department is merely that, a suggestion. And as policymakers, if that's not something we want, then, you know, I think we need to just say that. And -- and that will be the end of it.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah. I think that, um, we don't necessarily want it. I think that it just needs to be fleshed out as to what the true role and responsibility of that person will be.

**COUNCILPERSON PARDO:** Exactly.

**CHAIR PRO TEM DAVIS JOHNSON:** Because we talked about them serving as the liaison for us with other government -- other governmental agencies and being that conduit, if you will, for keeping us informed of what's going on in -- in the County. So I understand that. But when you add on you're going to make them the grants writer, the -- you know what I mean? The cook, the dishwasher, the -- that whole kind of thing, I just want us to be realistic in the expectation. Because I think that that can be -- that certainly can be beneficial for us because we do need a better coordination of information which we haven't had and we've had to rely on our aides to go and to find specific information. So if that is the intent then certainly I can support that intent. But -- but I just need you to flesh it out just a little bit so that the expectation, number one, can be met and then secondly, the person who will be assuming that position, we want to make sure that they can perform those tasks. And we don't want to put them in a position -- we don't want to set them up to fail.

**CITY MANAGER EVANS:** Correct.

**CHAIRPERSON MILLER-ANDERSON:** So if he does the -- Mr. Davis provided that job description and then that can be brought back to us. And then if there's something we want to add or subtract then we can do it at that time.

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah. Let's just flesh it out.

**CITY MANAGER EVANS:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, sir. Thank you, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** All right. Okay. We're ready for the next section.

**CITY MANAGER EVANS:** Any other questions on Administration? All right. The next is the City Attorney's Office, I believe.

**COUNCILPERSON PARDO:** I'm sorry. Can you go back to Administration? All right. So I noticed that you are --

**CHAIRPERSON MILLER-ANDERSON:** Pull your mike up, Miss Pardo.

**COUNCILPERSON PARDO:** -- reclassifying -- I'm sorry.

**CHAIRPERSON MILLER-ANDERSON:** Your microphone.

**COUNCILPERSON PARDO:** I noticed that you're reclassifying the assistant city manager to deputy city manager?

**CITY MANAGER EVANS:** Uh, changing it from deputy city manager to assistant city manager.

**COUNCILPERSON PARDO:** I'm sorry. From deputy to assistant. Okay. What's going on with the assistant? Is he still here?

**CITY MANAGER EVANS:** At this particular moment I -- I don't want to discuss a personnel matter.

**COUNCILPERSON PARDO:** Okay. I'm just asking if he was still here or not. All right. All right. so then --

**CITY MANAGER EVANS:** I can certainly have a conversation with you off line.

**COUNCILPERSON PARDO:** Well, I'd appreciate it, please, and maybe, you know, we should do it with the rest of the council. These positions --

**CHAIRPERSON MILLER-ANDERSON:** But didn't we just have a meeting on Friday? We had -- Friday -- everybody had a meeting what, Thursday or Friday last week regarding it? But you just didn't get an update from that day?

**COUNCILPERSON PARDO:** Huh?

**CHAIRPERSON MILLER-ANDERSON:** You didn't meet last week?

**COUNCILPERSON PARDO:** I did. I met on Friday.

**CHAIRPERSON MILLER-ANDERSON:** Oh, okay. But you're talking about the

update from there?

**COUNCILPERSON PARDO:** It's still there. Yeah. I have no idea what happened since.

**CHAIRPERSON MILLER-ANDERSON:** Okay. All right.

**COUNCILPERSON PARDO:** Um, so these positions will be -- you'll go out and start recruiting after the 1<sup>st</sup> of October?

**CITY MANAGER EVANS:** Some positions, yes, some positions, no.

**COUNCILPERSON PARDO:** So you're going to wait till after or you already have some people in mind?

**CITY MANAGER EVANS:** I -- I don't --

**COUNCILPERSON PARDO:** To begin?

**CITY MANAGER EVANS:** -- the -- the positions that are reclassifications --

**COUNCILPERSON PARDO:** Right. I understand that.

**CITY MANAGER EVANS:** -- there's -- there's -- those are folks that are in mind. The positions that would be vacant would be -- would go through a -- a normal recruitment process.

**COUNCILPERSON PARDO:** Okay. Thank you. Thank you, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** All right. Legal. So page 115. Any questions on Legal?

**COUNCILPERSON PARDO:** I'm surprised that they're not asking for another paralegal.

**CHAIRPERSON MILLER-ANDERSON:** Are we getting to a point where we may be able to handle most of the cases inside instead of outsourcing them?

**CITY ATTORNEY DeGRAFFENREIDT:** No way.

**CHAIRPERSON MILLER-ANDERSON:** Can you come to the microphone, please?

**CITY ATTORNEY DeGRAFFENREIDT:** (Unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** You woke up then, didn't you?

**CITY ATTORNEY DeGRAFFENREIDT:** I wasn't asleep before. I've been watching you. Thank you. No. In order to handle all of our in-house litigation, we probably -- litigation's different. I think another transactional lawyer to deal with contracts and agreements would be helpful right now. In order to do all the litigation including the workman's compensation, police misconduct and the, uh, liability, you would need at least

three seasoned trial lawyers in addition to the paralegal staff to do that. And they would have to be approved by your insurance carriers to do that.

**CHAIRPERSON MILLER-ANDERSON:** What would -- and --

**CITY ATTORNEY DeGRAFFENREIDT:** Most of the work -- you know, I -- who (unintelligible) with us? Are we issued under (unintelligible)?

**COUNCILPERSON PARDO:** No. Gallagher Bassett.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. No. Yeah. Gallagher gives (unintelligible).

**CITY ATTORNEY DeGRAFFENREIDT:** But I do know the cadre of lawyers that they use are rather limited based upon their expertise. And we would have to qualify and meet those requirements if our in-house staff were to handle all that litigation.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CITY ATTORNEY DeGRAFFENREIDT:** And that would not be proper, because if they were qualified, they'd be outside making a lot more money.

**CHAIRPERSON MILLER-ANDERSON:** Have we ever -- have we -- when was the last time -- did -- have we ever had our own and dealt with it without outsourcing?

**CITY ATTORNEY DeGRAFFENREIDT:** I'm sorry?

**CHAIRPERSON MILLER-ANDERSON:** Have we ever been a time -- has it ever -- has there ever been a time where we have not outsourced and handled everything in - in-house?

**CITY ATTORNEY DeGRAFFENREIDT:** No. No.

**CHAIRPERSON MILLER-ANDERSON:** Is there a -- a percentage of certain cases or certain categories that we can probably bring in a little more?

**CITY ATTORNEY DeGRAFFENREIDT:** With the proper staffing.

**CHAIRPERSON MILLER-ANDERSON:** And that would include what?

**CITY ATTORNEY DeGRAFFENREIDT:** That would include the lawyers with the trial experience to do it and the paralegal infrastructure to keep them abreast of the cases.

**CHAIRPERSON MILLER-ANDERSON:** But that would be a decreased amount from what you were stating a few minutes ago if we brought everything back in. Like, is there -- are there more worker's comp cases that we're dealing with or, um, is there one that's --

**CITY ATTORNEY DeGRAFFENREIDT:** You know, for some -- for some reason --

**CHAIRPERSON MILLER-ANDERSON:** -- that that's a much larger caseload?

**CITY ATTORNEY DeGRAFFENREIDT:** -- that's -- I've not been able to discern. You really don't have a lot of cases against you right now.

**CHAIRPERSON MILLER-ANDERSON:** Well, right now, yeah.

**CITY ATTORNEY DeGRAFFENREIDT:** Yeah. Right now.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**CITY ATTORNEY DeGRAFFENREIDT:** Hopefully if I were to expand the office, I would like to do it with commercial lawyers and transactional lawyers as we redevelop our waterfront. That's what I'd hope to do.

**CHAIRPERSON MILLER-ANDERSON:** Okay. We've gotta get these buildings cleared of mold, too.

**CITY ATTORNEY DeGRAFFENREIDT:** But legal needs, as you know, are always dynamic. You have one plan and life will deal you another hand. So what we need will change from moment to moment, day to day.

**CHAIRPERSON MILLER-ANDERSON:** All right. Any other questions for Legal?

**CITY ATTORNEY DeGRAFFENREIDT:** Thank you.

**CHAIRPERSON MILLER-ANDERSON:** Which category are we going to next? Mr. Sherman, do you have anyone --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** We'll do Finance. Finance is next.

**CHAIRPERSON MILLER-ANDERSON:** Finance?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** If you have any additional questions of Finance.

**COUNCILPERSON PARDO:** Yeah. So we whipped you good.

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Not -- not enough. Not yet.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Come on. Come on.

**COUNCILPERSON PARDO:** How much is the CRA giving you?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** What Mr. Evans -- Scott Evans and I agreed on was 120,000 for next year.

**COUNCILPERSON PARDO:** Okay. And is that for two -- two employees going

over there?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it -- it would cover two employees, yeah.

**COUNCILPERSON PARDO:** And are you taking the employees that you currently have?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** If they're qualified for the job descriptions they're welcome to apply.

**COUNCILPERSON PARDO:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** But I believe that his intent was to maintain some in-house, uh, folks, as well. So again, they - they're welcome to apply but we'll see.

**COUNCILPERSON PARDO:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** What page is Finance on?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** One-oh -- no, it's 107 in my book. Do you have 107?

**CHAIRPERSON MILLER-ANDERSON:** Information Technology?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. Sorry.

**CHAIR PRO TEM DAVIS JOHNSON:** No, Finance and Administration Services, uh, let's see. I don't see it. I don't see it. It's listed under Information Technology but it has the heading of Finance and then Customer Service, Treasury and Finance -- Financial Services. Is that not you? 107.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I have it on page 107. Yeah. One --

**CHAIR PRO TEM DAVIS JOHNSON:** The top is just mislabeled.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Oh. Oh. Somebody finally caught a mistake. Good. Thank you. We'll fix that. Good job.

**COUNCILPERSON PARDO:** Is the Internal Auditor under your department?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. The Internal Auditor --

**COUNCILPERSON PARDO:** He's under --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- no. Reports to the City Manager.

**COUNCILPERSON PARDO:** -- Administration?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**COUNCILPERSON PARDO:** And it's still the same person?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Still the same person.

**CHAIR PRO TEM DAVIS JOHNSON:** Mr. Sherman, how many folks do you have in Customer Service? I see that in the 2017 budget you have a total -- a complement of 28 full-time employees. Well, yeah, 28.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** How many are in Customer Service?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Customer Service I have six field workers. I have the manager and an assistant manager, a billing individual and then I have two people who man the call center.

**CHAIR PRO TEM DAVIS JOHNSON:** So the field workers, I take it, are for Utilities?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** And in Treasury Services?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I'm sorry?

**CHAIR PRO TEM DAVIS JOHNSON:** In Treasury services?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Treasury Services I have a manager. I have two cashiers and right now we have three individuals who work the business tax office. Oh, and -- and one accountant. Correct. And one accountant.

**CHAIR PRO TEM DAVIS JOHNSON:** And one what?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And one accountant.

**CHAIR PRO TEM DAVIS JOHNSON:** One accountant. And Financial Services?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Financial Services, um, again, there -- there's six staff under the Financial Service section and then --

**CHAIR PRO TEM DAVIS JOHNSON:** That was a screen -- that slide that you had up?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** That was the slide. And then, um, the assistant finance director which, you know, they report --

**CHAIR PRO TEM DAVIS JOHNSON:** So when you talked earlier about your receptionist person and the need to have someone to type up the budget book, the information is templated, right?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, going forward it will be. I mean, but it's -- this is all in Word and it really shouldn't be.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And again, that's one body for all 30, you know -- for the entire department. But this is only one of the reports that, you know, we'll be doing. I -- you know, we look -- we're looking at, again, the GFOA certificate for the CAFR.

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah, the CAFR, uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. The budget book, popular annual finance reports, which is something that you would send out to citizens. You know, as we get into capita we should be issuing treasury reports. We should be issuing you debt reports. We should be issuing, um, you know, capital project type reports. And again, as we get into -- we'll be doing all the CRA and -- and the others, as well.

**CHAIR PRO TEM DAVIS JOHNSON:** So I'm asking you that because it -- it leads me to my thought that we should be growing and developing employees and helping to get them to the next level, because we don't want someone to walk into a receptionist position and remain there for 30 years when we have an opportunity to cross-train and provide some additional experience. And I'm thinking that this is a prime opportunity for that receptionist -- I don't know what the skill sets are, but certainly there's an opportunity there to help us with succession planning and to help us with building a bench, because we are then looking to train and provide additional opportunities and additional employment to those who have served us well.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. And -- and -- and I agree and I think that's -- if you notice there was a lot of movement and transfer of those administrative positions in the city.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** To allow for some of that growth. And I -- and I don't know if -- again, there may be somebody in the city that can transfer into the executive position in -- in the Finance Department.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh. I'm -- yeah. I'm -- yeah, I'm speaking more of --



**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** -- you being able to develop and to see what's in the actual pool so that we can do the -- the very same thing that is being proposed in City Administration in Finance. Because I -- I understand the need to increase the bench and to be able to respond to what will come as a result of surtax, what will come as a result of development that comes online. I fully get that. But if you are constantly just adding, adding and not investing in those that are there that have the potential to move, because you may have someone in Customer Service that may be able to move along and do some of this work.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. Yeah. I -- believe it or not I have someone in Customer Service who has his Master's in Public Administration. So we have some -- we have some good staff. And again, as

the -- as the positions open and, you know, we certainly encourage them to -- to move and grow and -- and be change -- trained and prepared to take that -- that next position. Um, but again, right now with the six positions that I have and they each have one specialty, it -- there's just not a lot of room to grow.

**CHAIR PRO TEM DAVIS JOHNSON:** So then we need to do a better job of moving from that one specialty to cross-training so that they're --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Exactly.

**CHAIR PRO TEM DAVIS JOHNSON:** -- because if you have two people that go on vacation at the same time --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

It's --

**CHAIR PRO TEM DAVIS JOHNSON:** -- you need someone that can get -- that can slide right in.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You -  
- absolutely.

**CHAIR PRO TEM DAVIS JOHNSON:** So we need to start looking at that as we move forward in our budget process and in our overall operations so that we can grow --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** -- our employee pool and make sure that folks are being utilized to their greatest potential and -- and ability.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Absolutely.

**CHAIR PRO TEM DAVIS JOHNSON:** All right, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anything else?

**COUNCILPERSON HUBBARD:** In the -- um, Mr. Sherman, in -- in the beginning that position as a receptionist was just a -- a part-time position and when the young lady left from there we moved it to a full-time position where the reception --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. I -- I -- I -- no, I believe it's always been a full-time position.

**COUNCILPERSON HUBBARD:** It's always been a full-time position?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I'm not -- yeah. I'm -- I'm -- I don't know if you're thinking about a different one, but it's been full-time as long as I've been there and you -- it's always been full-time.

**COUNCILPERSON HUBBARD:** So that -- the woman before her, um, that was - - that was there, did she help you with the manuals and the -- the typing? Did she have the skill set to be of any more assistance than the receptionist?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It's -- the -- the woman that was there before her was actually Miss Monroe, who's over at the Utility District now. And again, her -- her skill level was, you know, a little higher.

**COUNCILPERSON HUBBARD:** A lot.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** A lot higher. Um, and again, it's just trying to, you know -- to build it. And again, we -- we get as much out of that position as I can. It's just we're using our accountants to do administrative --

**COUNCILPERSON HUBBARD:** It -- overall, I don't know the skill set of the woman that sits there now.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON HUBBARD:** But I meant I -- I -- I -- what I -- you know, for point of clarity, I was saying that Lucinda has, you know, very high administrative skill sets.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**COUNCILPERSON HUBBARD:** So that's -- I want to be clear about that.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON HUBBARD:** Secondly, are you offering the young lady that's there now any training, allowing her to have more responsibility or to go get more training so that she can, you know, move up with the organization or be of more assistance to you?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes,

we are. We are. And again, to -- to prepare either for an internal, um, or prepare again to be able to step into another opening in one of the other departments.

**COUNCILPERSON HUBBARD:** Yes. So -- because there might be someone that, if she -- you know, as she advance her skills, she moves somewhere else.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Uh-huh.

**COUNCILPERSON HUBBARD:** Even if your Customer Service Department.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. Yeah.

**COUNCILPERSON HUBBARD:** And someone that just have a level of receptionist skill in the organization can come down to -- to man the -- that -- the desk, you know?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**COUNCILPERSON HUBBARD:** So -- okay. Thank you.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anyone else for Finance? Okay. Next?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Next will be City Clerk.

**CHAIRPERSON MILLER-ANDERSON:** You have questions for City Clerk?

**COUNCILPERSON HUBBARD:** What are the changes? Tell us about it. What - the changes that you're asking or you're going to make or what have you.

**CITY CLERK ANTHONY:** As you can see indicated the, um, budget for the Office of the City Clerk, there is one change. We have the mail courier responsibilities now. And so that's the biggest change within the Office of the City Clerk. Other than that we are preparing for another shift in personnel in the Office of the City Clerk.

**COUNCILPERSON HUBBARD:** What kind of shift?

**CITY CLERK ANTHONY:** The deputy city clerk is in the D.R.O.P. She has about two more years, I believe, left, and I am now eligible to go into the D.R.O.P. So that's why you see that we're cross-training our current personnel to prepare for that shift.

**COUNCILPERSON HUBBARD:** Thank you.

**CHAIRPERSON MILLER-ANDERSON:** What is the, um -- what's included in that big gap from the 2017 budget, 391 to 467?

**CITY CLERK ANTHONY:** That will be the part-time position.

**CHAIRPERSON MILLER-ANDERSON:** The part-time?

**CITY CLERK ANTHONY:** Yes.

**COUNCILPERSON HUBBARD:** The part-time position is the mail courier?

**CITY CLERK ANTHONY:** Yes, ma'am.

**COUNCILPERSON HUBBARD:** That's not a full-time job?

**CITY CLERK ANTHONY:** No, it is not.

**COUNCILPERSON PARDO:** Why? Why not?

**COUNCILPERSON HUBBARD:** Okay.

**CITY CLERK ANTHONY:** The responsibilities of the mail courier does not call for a full-time position.

**COUNCILPERSON HUBBARD:** Okay. So the other two persons in your office, they're being trained to take on the clerk and the assistant clerk duties?

**CITY CLERK ANTHONY:** Yes, they are.

**COUNCILPERSON HUBBARD:** Okay. Thank you.

**CITY CLERK ANTHONY:** You're welcome.

**CHAIRPERSON MILLER-ANDERSON:** Any other questions for City Clerk?

**CITY MANAGER EVANS:** Human Resources will be the next department. Mr. Bruce Davis.

**HUMAN RESOURCES DIRECTOR DAVIS:** Good evening, Council. Bruce Davis, Human Resources.

**CHAIRPERSON MILLER-ANDERSON:** Good evening.

**COUNCILPERSON PARDO:** Good evening.

**CHAIR PRO TEM DAVIS JOHNSON:** Good evening.

**CHAIRPERSON MILLER-ANDERSON:** Questions for Human Resources?

**COUNCILPERSON HUBBARD:** Can you, um, summarize the changes that you're expecting to make in that department, please?

**HUMAN RESOURCES DIRECTOR DAVIS:** We're looking to add an assistant Human Resources director and we will eliminate a training position.

**COUNCILPERSON HUBBARD:** What was it that the training position was doing?

**HUMAN RESOURCES DIRECTOR DAVIS:** That -- that position was going to help

coordinate training for employees and also would help with some assessment of employees and help provide training recommendations. It's a new position. It's not filled right now.

**CHAIR PRO TEM DAVIS JOHNSON:** It's an existing position? Is it new or exist -- is it new or existing?

**HUMAN RESOURCES DIRECTOR DAVIS:** It's new. It's -- it's new. We had it, uh, in -- in the budget for -- for this year.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** With that is a new position for FY (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** That microphone's not working.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It's not on.

**HUMAN RESOURCES DIRECTOR DAVIS:** Yeah. It was in the budget for this year but we -- we did not fill that position this year. Because once we recognized a better strategy for the -- for the unit we decided that we -- we would go forward with the -- what we think is a better strategy overall for the department.

**COUNCILPERSON HUBBARD:** Which is what?

**HUMAN RESOURCES DIRECTOR DAVIS:** Which is if we had an assistant Human Resources director, we will add someone with a law background and that will give us an opportunity to reposition our HR administrators. That will give us an opportunity to reposition our HR administrators and also some others within our staff that will give us an opportunity to address some -- some growing needs within the department. My overall vision is to see our HR administrators function more as HR business partners with -- with our -- with departments, which will put them more in a consulting type position as well as develop -- developing core administrative operational functions within Human Resources.

**COUNCILPERSON HUBBARD:** So if, um -- is that what take you guys so -- because you don't have enough -- because there -- your HR administrators that take you so long to go out for positions and to fill the -- a position in a turnaround time? Wouldn't we -- is it -- is it more staff that you need? Because I don't see any positions being asked for on that level.

**HUMAN RESOURCES DIRECTOR DAVIS:** If I understand your question correctly, the answer is that is part of the reason. If we were to have an assistant director with a legal background, that will give us an opportunity, number one, to address labor-type and -- labor-type -- type issues that we're notable to address on as -- as timely of a basis as we would like to. You know, also it would give us an opportunity to take and reassign some of the labor responsibilities that we have now. For example, the HR administrators now staff the negotiations. Well, that person would come in with a legal

background and they would be able to do that. That would then open up those administrators and will be available to provide more basic and skill-building and enabling our management and our staff employees to be more capable and -- and have more, uh -- I don't want to say basic because it would be more than basic. But help with development opportunities.

**COUNCILPERSON HUBBARD:** Well, I guess my concern and my question is are the HR administrators doing the basic functions as far as accepting applications, going through applications with the department heads so that we can quickly fill the positions? Because it just seems to take an extremely, you know, long time. So -- and I say that because I don't see an HR administrator position asked for. And you have what, only two?

**HUMAN RESOURCES DIRECTOR DAVIS:** Because we can become more efficient in that area without adding head count. We can become more efficient in that area, uh, with -- number one, the process, the system that we're going to bring will help us become more efficient in that area. And also when we take some of the workload that's on those same individuals and reassign that, then they will have more time to concentrate on getting those (unintelligible).

**COUNCILPERSON HUBBARD:** Who are you going to reassign them to?

**HUMAN RESOURCES DIRECTOR DAVIS:** Am I addressing your question?

**COUNCILPERSON HUBBARD:** No. I said who would you reassign them to?

**HUMAN RESOURCES DIRECTOR DAVIS:** That's the example I was just going over. If we had an assistant director with a legal background --

**COUNCILPERSON HUBBARD:** Uh-huh.

**HUMAN RESOURCES DIRECTOR DAVIS:** -- who then would -- then would take on the labor relations that's assigned to those same individuals, that will open up more time for them.

**COUNCILPERSON HUBBARD:** Okay. Thank you. I understand.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** So where are we, Mr. City Manager, with the RFQ for the labor attorney? Have we pushed that? Is that on hold or has it been -- because that -- that was also to help address issues of employment and contract review and the like.

**CITY MANAGER EVANS:** The next department up is Procurement and Mr.

Little --

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CITY MANAGER EVANS:** -- could -- could provide an insight on that particular question.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Good evening, Council. Rickey Little, Interim Director of Procurement.

**CHAIR PRO TEM DAVIS JOHNSON:** Good evening.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** The answer to that question is the RFP -- the RFQ actually came back. We had one submittal. And, uh, at this point I was going to have a discussion with the City Manager to find out if he would like to go back out or go into our -- into our ordinance which allows us to have Mr. DeGraffenreidt suggest attorneys for that particular service.

**CHAIR PRO TEM DAVIS JOHNSON:** So you'll be have -- you'll be having that conversation in the next couple of days before --

**INTERIM PROCUREMENT DIRECTOR LITTLE:** I will.

**CHAIR PRO TEM DAVIS JOHNSON:** -- before we come back for -- before we come back on the 7<sup>th</sup>?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** I will definitely get that scheduled with the Manager before the 7<sup>th</sup>.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** All right. Can I make a suggestion? So we are having our budget meeting on the 7<sup>th</sup>. But we have a city council meeting on the 6<sup>th</sup>, correct? So maybe, Mr. Evans, you can put a section, like, under, um, you know, Discussions. We can all then go through -- we can have some time to go through our budget issues so when we go into the budget meeting on Thursday, everyone will be on the same page. Can we do that? Or is that okay with council?

**CHAIRPERSON MILLER-ANDERSON:** Say that again.

**COUNCILPERSON HUBBARD:** I didn't hear you.

**COUNCILPERSON PARDO:** We have a -- the budget meeting is next Thursday but we have a council meeting Wednesday night.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** So I'm asking if we could put an item on the agenda to discuss the budget so if we have any other issues, just like this one --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** -- we can flush them all out. If we can't finish flushing them tonight, we can flush it out on Wednesday night so we go into the budget meeting on Thursday basically on the same accord.

**CHAIRPERSON MILLER-ANDERSON:** Okay. As long as we get all of the information, you know?

**COUNCILPERSON PARDO:** Agreed.

**CHAIRPERSON MILLER-ANDERSON:** Prior to.

**COUNCILPERSON PARDO:** Agreed.

**CITY MANAGER EVANS:** The --

**CHAIRPERSON MILLER-ANDERSON:** That -- and that way we'll have a chance to look at it all before --

**CITY MANAGER EVANS:** -- we -- we already have probably about 30 items on the agenda that we're trying to peel back for the meeting on the 6<sup>th</sup>. So adding this, it would --

**CHAIRPERSON MILLER-ANDERSON:** Are those pressing items?

**CITY MANAGER EVANS:** Some of them are -- are -- are pressing items. We can go through it again and see what items are -- can be postponed and moved to be able to provide the additional time to -- to go through the budget again.

**CHAIRPERSON MILLER-ANDERSON:** Okay. We can get the other --

**COUNCILPERSON PARDO:** Just -- yeah. So that way no one is blindsided on Thursday . Even though --

**CHAIRPERSON MILLER-ANDERSON:** But if we have any questions --

**COUNCILPERSON PARDO:** Absolutely.

**CHAIRPERSON MILLER-ANDERSON:** -- prior to that can we maybe ask -- send an e-mail to the Manager or -- and then he could provide us all with the answers? That way --

**COUNCILPERSON PARDO:** Absolutely.

**CHAIRPERSON MILLER-ANDERSON:** -- so that we don't have to do all of that -

-

**COUNCILPERSON PARDO:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** -- at the meeting.

**COUNCILPERSON PARDO:** Right. And then we still have the second, uh,



reading, too. But, you know, I'm just trying to make it a little easier for staff but whatever.

**CITY MANAGER EVANS:** And --

**COUNCILPERSON PARDO:** We can do it on Thursday.

**CITY MANAGER EVANS:** -- and what we will have to do is, um, because we can't make -- we can make some of the changes that have been articulated in the budget document but not -- we probably won't get an opportunity to make all the changes based on some of the -- the remarks that have been provided tonight in the -- in the actual document.

So -- because for first reading we're going to need to provide what the proposed budget is with, in essence, little to -- to no changes, especially when we get to the -- the final reading. That -- that's when it's memorialized in -- in law. So, um, we can take the changes that are offered tonight, be able to post the -- the revised budget document tomorrow and then if there's any additional questions we can be prepared to address that as part of the discussion on the 6<sup>th</sup>.

**CHAIRPERSON MILLER-ANDERSON:** Miss Pardo, didn't you say you -- you weren't going to -- are you going to be here on the 7<sup>th</sup> now? I thought you said you were going to be out of town.

**COUNCILPERSON PARDO:** I still haven't -- I'm supposed to be in Washington.

**CHAIRPERSON MILLER-ANDERSON:** Oh. But you might change it?

**COUNCILPERSON PARDO:** But, um, I'm trying to.

**CHAIRPERSON MILLER-ANDERSON:** Oh, okay. All right. Anything else on Procurement?

**CHAIR PRO TEM DAVIS JOHNSON:** Um, one final thing with regards to the number of budgeted employees. Is that sufficient enough to handle the procurement that will be let from the city?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** It is low. Uh, I believe we really need one additional person but at this point we don't have that person.

**CHAIR PRO TEM DAVIS JOHNSON:** So you have -- tell me what you have. You have how many buyers?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** We have one buyer currently. We've moved our purchasing -- purchasing assistant into the buyer position that was vacant. We have one -- we have two senior procurement specialists. Um, I'm a senior procurement specialist who's acting as the interim purchasing director. So we have two of those positions.

**CHAIR PRO TEM DAVIS JOHNSON:** So we technically have three senior procurement persons? Well, we -- you're interim but your position --

**INTERIM PROCUREMENT DIRECTOR LITTLE:** I'm acting.

**CHAIR PRO TEM DAVIS JOHNSON:** -- before becoming interim was senior procurement specialist?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Senior procurement specialist, correct.

**CHAIR PRO TEM DAVIS JOHNSON:** So that position did not go away. You're just simply acting in an interim position.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Correct.

**CHAIR PRO TEM DAVIS JOHNSON:** So we have three procurement specialists?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Two.

**CHAIR PRO TEM DAVIS JOHNSON:** Total three?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Two total.

**CHAIR PRO TEM DAVIS JOHNSON:** Well, two and --

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Two total.

**CHAIR PRO TEM DAVIS JOHNSON:** -- follow me -- follow me, Mr. Little.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** In complement total we have three. You're just acting in an interim capacity.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** We only have --

**CHAIR PRO TEM DAVIS JOHNSON:** If you -- because if you were not interim you would be a senior procurement specialist.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Correct.

**CHAIR PRO TEM DAVIS JOHNSON:** So that would be -- there are three positions there.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Two.

**CITY MANAGER EVANS:** The -- the department -- the department director that's vacant and then there would be Mr. Little and Miss Daley that are the senior procurement positions.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Correct.

**CITY MANAGER EVANS:** Then you have a buyer.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** We have two buyers.

**CITY MANAGER EVANS:** Two buyers and then a --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Two buyers.

**CHAIR PRO TEM DAVIS JOHNSON:** So Miss Reed is a buyer? Miss Reed is a buyer?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Miss Reed is a buyer.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Then that -- that clarifies that.

**CHAIRPERSON MILLER-ANDERSON:** I have a question. Um, the Utility --

**CHAIR PRO TEM DAVIS JOHNSON:** You said one buyer. I -- oh, I'm sorry.

**CHAIRPERSON MILLER-ANDERSON:** Were you done?

**CHAIR PRO TEM DAVIS JOHNSON:** No, no, no. He -- he -- he said one buyer initially and that's where I was lost.

**CHAIRPERSON MILLER-ANDERSON:** Oh, okay.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** We have -- we have a buyer position that's vacant.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. So clear it up for me. You removed -- you -- you put someone -- you -- you took a position -- what was that position that you moved in to --

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Purchasing -- Purchasing assistant.

**CHAIR PRO TEM DAVIS JOHNSON:** You took a Purchasing assistant.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Moved him to the vacant buyer position.

**CHAIR PRO TEM DAVIS JOHNSON:** And you promoted that person to a buyer?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** Correct.

**CHAIR PRO TEM DAVIS JOHNSON:** So you have two buyers?

**INTERIM PROCUREMENT DIRECTOR LITTLE:** We have two buyers.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. All right. Go ahead, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** Okay. With -- when last week I believe Mr. Perry was, um, suggesting that we possibly increase the amount that can be signed off for so that the Utility District can continue to move a little -- at a faster pace. What about us adding or dedicating one Procurement, one person in Procurement just to the

Utility District temporarily until they're able to get caught up? That way we don't have to entertain the increase of the -- the (unintelligible).

**CHAIR PRO TEM DAVIS JOHNSON:** Didn't we do that?

**CHAIRPERSON MILLER-ANDERSON:** Did we? I don't -- I --

**CHAIR PRO TEM DAVIS JOHNSON:** I thought we did that.

**CHAIRPERSON MILLER-ANDERSON:** -- I thought the last conversation we had was Mr. Perry was suggesting that we increase the amount.

**CITY MANAGER EVANS:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** What, did I miss something?

**CHAIR PRO TEM DAVIS JOHNSON:** I know that there was discussion, Madam Chair. Excuse me. I know that there was discussion to move a Procurement person specifically to Utilities. That never took place?

**CITY MANAGER EVANS:** That -- that was a -- that process was -- was getting ready to start once our procurement official left. So now -- right now everyone is kind of helping out where need -- where services are needed. But ultimately once the -- and -- and that's why -- one of the things we wanted to wait and see is once the new -- we go through the process to select a Procurement director, for them to, in fact, assess the lay of the land. But one of the things that if we assigned a Procurement official or Procurement specialist or buyer for the Utility, that's something that would be funded by the Utility so we can easily make that change and modification to help expedite things. But the reality is the biggest issue is that \$/25,000 threshold that puts us in a tough situation as it relates to procuring services for the -- the Utility District. It really -- personnel would be great but we still have that -- that block with that \$25,000.

**CHAIRPERSON MILLER-ANDERSON:** But if we had someone dedicated to just the Utility District, then they could work on those items specifically and get it to us quicker and not get caught up in the other items that are coming before the whole city. 'Cause I'm a little hesitant -- well, I -- I'm opposed to it increasing because, um, that's when things start happening that we don't know about. So if we can kind of just take a look at that, that avenue, and trying to use it, do it that way instead.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So for the record, I'm not necessarily opposed to increasing because we -- we don't want to run into this situation where we did where Mr. Perry had to call us all for the breakdown of the -- of the generator and having to bring in emergency equipment. So as long as there is a, um -- a paper trail documentation and support for the items needed, because we know that as we have been using lately mission critical in the Utilities Department, we need to be able to move. And so for that reason I would agree to increasing with the understanding that the new Utilities

director coming online fully understands what the intent of this is and how we would move with it. But I need to ask a question of the City Manager as it relates to I know we have the position open until December for the Purchasing director. But can we not close that out and get moving? I mean, have we had responses of people who are qualified and that may have the certifications that we need?

**CITY MANAGER EVANS:** Right. Yes. We -- we have -- that position should actually be off the website because I have already gotten to the point where I have a short list that I just need to furnish to Mr. Davis. We've just met with regards to the short list for the police chief so that position -- both of those positions should be off the website and we should be able to have the short list and begin the background screening process with those -- those two positions.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Okay. I agree with Miss Davis Johnson. So perhaps at the next Utility meeting you can bring something back and we can say for the next six months we're raising the, you know -- the threshold to whatever it is, you know, \$100,000

or --

**CITY MANAGER EVANS:** It -- it -- I think it's in the Code of Ordinances.

**INTERIM PROCUREMENT DIRECTOR LITTLE:** It is in the Code of Ordinances.

**COUNCILPERSON PARDO:** And then it needs to come -- you know, in case of an emergency, but then it, you know -- you do what you need to do but then it still has to come back to council just to ratify.

**CITY MANAGER EVANS:** We -- we have to -- it's an ordinance so it'll take two reads.

**CHAIRPERSON MILLER-ANDERSON:** What -- what -- I missed the beginning part.

**CITY MANAGER EVANS:** To -- to be increased.

**CHAIR PRO TEM DAVIS JOHNSON:** To be increased.

**CHAIRPERSON MILLER-ANDERSON:** To do what?

**COUNCILPERSON PARDO:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** To increase the --

**INTERIM PROCUREMENT DIRECTOR LITTLE:** To raise the limit.

**CHAIR PRO TEM DAVIS JOHNSON:** -- the threshold.

**COUNCILPERSON PARDO:** Increase temporarily -- increase the threshold temporarily for six months.

**CHAIRPERSON MILLER-ANDERSON:** And what's the checks and balance for it?

**COUNCILPERSON PARDO:** And then it still comes back. Like, what Mr. Perry did. So he went out and, you know, they purchased the new generator.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** And then it came back to us at a council meeting for us to -- not at council. At Utility. To ratify it. So it still comes back for ratification but they're allowed to move forward.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. But what if we -- what if we denied it, though?

**COUNCILPERSON PARDO:** In an emergency situation.

**CHAIRPERSON MILLER-ANDERSON:** I mean, just say what if we would have denied it? You can't take it back.

**COUNCILPERSON PARDO:** Right. But they would still call us.

**CHAIRPERSON MILLER-ANDERSON:** Call us when? What do you mean call?

**COUNCILPERSON PARDO:** If they need to go out and do something. Like, if the generator breaks again.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** So they would have that threshold --

**CHAIRPERSON MILLER-ANDERSON:** They'd call who?

**COUNCILPERSON PARDO:** -- they have that threshold so they can go purchase it under their, you know -- their purview. You give them --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** -- you know, 50 -- \$100,000. But then the paperwork still comes back to us for ratification. So there's still that paper trail.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. But if we -- we -- we have a history of things being done and then we figure it out after the fact that -- so I -- I'm not really in favor of signing and approving it after we already done it all the time on a regular basis, because you can't change it. Once you've got it you got it.

**COUNCILPERSON PARDO:** Right. But I think we were saying --

**CHAIRPERSON MILLER-ANDERSON:** So --

**COUNCILPERSON PARDO:** -- only in case of an emergency.

**CHAIRPERSON MILLER-ANDERSON:** -- and what -- what -- I mean, you know, emergency could be --

**COUNCILPERSON PARDO:** They could work on that. The generator breaking down.

**CHAIR PRO TEM DAVIS JOHNSON:** Well --

**COUNCILPERSON PARDO:** At the lift station.

**CHAIR PRO TEM DAVIS JOHNSON:** -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** I -- I think that, um, as we flesh this particular scenario out, we have to trust that once the new Utilities Director is on board, that he will come with a process and procedures and --

**CITY MANAGER EVANS:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** -- documentation that will outline what the checks and balances would be, because I would fully expect that he would come in with an understanding of what we are working with by way of our plant. So therefore, he would be charged with putting the mechanisms and controls in place for us to be able to take a look at and support. But understand that he should be able to come in and create this kind of environment so that should something arise as it did, he then has the steps that he can take that we would be fully aware of it.

**CHAIRPERSON MILLER-ANDERSON:** Okay. And speaking of the Utility District Director, didn't we kind of leave that hanging? Where are we? 'Cause see, I can see us have -- increasing it temporarily. We don't have a Utility District Director for a little while because we're in limbo right now. Are we hiring him or the managers hire him? Did we ever get that past that?

**CITY MANAGER EVANS:** We're --

**CHAIRPERSON MILLER-ANDERSON:** Because in the meantime we still have this open increase amount.

**CITY MANAGER EVANS:** -- the -- two -- two things. One in the event that the Utility District board wants to increase the authority, purchasing authority, that would be - - you would grant the City Manager that authority. It wouldn't be granting the executive director that purchasing authority.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CITY MANAGER EVANS:** On the other side as it relates to the executive director,

um, staff is going to bring forward an item that is going to hopefully in essence address both situations. One effectively move forward if it is the desire of the council to appoint said candidate, but also the corresponding resolution that allows for the manager to manage that particular individual after the appointment. Because the way in which the agreement -- and certainly Legal can provide some insight on this -- the way in which the agreement states is that the executive director is an officer of the Utility District but all the employees are employees of the City. And as part of the agreement, those employees are, in fact, assigned to the Utility District. So that's one of the things that we were trying to clear up with respect to allowing for the council to abrogate the authority so the City Manager, which it should have been done previously -- where the City Manager can, in fact, select that particular individual and then move forward. But what we're going to do is we will conclude the background check -- check process. We will have who the candidate is. We will recommend approval whether it's the -- the board making the action to effectively approve that individual or however we want to do that. It would be at the pleasure of the board. But the same actions would have to take place in the event that the board wanted to remove that individual, the same actions in which they came in. The assumption would be that unless there's that corresponding resolution that gives the Manager the authority to manage that function, I would say you would have to handle it same way in which you brought that individual in. But Legal can opine on that if -- for additional clarification.

**CHAIRPERSON MILLER-ANDERSON:** Mr. DeGraffenreidt, can you add to that or is that good, what he said, or pretty accurate?

**CITY ATTORNEY DeGRAFFENREIDT:** No. The issue is basically --

**CHAIRPERSON MILLER-ANDERSON:** Wait, hold on. You don't have a microphone.

**CITY ATTORNEY DeGRAFFENREIDT:** I concur what the Manager said. The issue was raised only to complete a technical deficiency that was overlooked at the time the District was created. The adoption of the resolution puts you exactly where you were intended to be.

**CHAIRPERSON MILLER-ANDERSON:** So with us not having taken any action, the Utility District director will continue to report to the board? And Mr. Evans would oversee the employees of the Utility District but he can't direct the Utility District Director?

**CITY ATTORNEY DeGRAFFENREIDT:** Under the service agreement that's attached to the resolution in the charter creating the district, I believe you've already delegated the management aspect of it to the City Manager.

**CHAIRPERSON MILLER-ANDERSON:** But not the hiring of him?

**CITY ATTORNEY DeGRAFFENREIDT:** The -- the appointment of the Utilities Director as an official of the District by charter is your decision. When it was created it was intended that that be delegated to the manager.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.



**CITY ATTORNEY DeGRAFFENREIDT:** It just was never delegated to the manager.

**COUNCILPERSON HUBBARD:** How do you say that, that it was -- that was the intention?

**CITY ATTORNEY DeGRAFFENREIDT:** I'm sorry?

**COUNCILPERSON HUBBARD:** I mean, what is it about --

**CITY ATTORNEY DeGRAFFENREIDT:** But when you look at the -- when you look at the service agreement how it delineates the operation of the district, the reporting responsibilities and duties, it cheerily indicates that the manager is supposed to treat that as one of the departments. The Utilities Director would report to him. It's in the documentation. But because the Utility District Director is an officer of a separate entity like the CRA Director is a director of a separate entity, you have the appointing authority by the charter. You could delegate it, yes. And that's what the resolution does. The problem is it wasn't done in the beginning. You're merely dotting an I and crossing a T to get to where you intended to be or the creators intended to be from the beginning. They just didn't do it correctly.

**COUNCILPERSON PARDO:** All the creators are still around.

**CHAIRPERSON MILLER-ANDERSON:** So what do they say? What does the creators say? You talked to the creators?

**COUNCILPERSON PARDO:** I don't talk to the creators.

**CHAIRPERSON MILLER-ANDERSON:** Oh. Who are the creators? Who?

**COUNCILPERSON PARDO:** Mayor Michael Brown.

**CHAIRPERSON MILLER-ANDERSON:** Oh.

**COUNCILPERSON PARDO:** He was the one that put that whole deal together.

**CHAIRPERSON MILLER-ANDERSON:** All right. So we need to find out from Mayor what did he intend. All right. Anything else for Procurement? All right. What's next?

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Mr. DeGraffenreidt, would you forward me the, um -- the language that you spoke about that was attached to the -- to the code for Utilities? Would you send me a copy of that? I'm -- I'm on the -- I'm on Municode and I can't seem to locate the document that you speak of.

**CITY ATTORNEY DeGRAFFENREIDT:** Well, charter or the service agreement?

**CHAIR PRO TEM DAVIS JOHNSON:** The service agreement.

**CITY ATTORNEY DeGRAFFENREIDT:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CITY ATTORNEY DeGRAFFENREIDT:** It would not be on Municode.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah, it's not on Municode. Um, the next --

**CHAIRPERSON MILLER-ANDERSON:** Where is it hidden?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I'm sorry. The next --

**CHAIRPERSON MILLER-ANDERSON:** Where?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- department is IT, Information Services. There's three personnel changes that we have in IT. One is to add the chief information officer. Again, this spins it off from -- from under Finance Administration. We are transferring a part-time office assistant over to IT 'cause they will have no administrative help at that point. And then we are reclassifying a systems -- oh, I'm sorry. Page 137.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** We're classifying a systems person to a network operations person. Same -- different job description, same pay classification. So we have three. One is vacant and we are reclassifying the vacant position to a networks position.

**CHAIRPERSON MILLER-ANDERSON:** That's the increase from 2017-2018?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** The increase from '17- '18 is the chief information officer and then the part-time administrative assistant.

**CHAIR PRO TEM DAVIS JOHNSON:** And that part-time administrative position is --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**

Is --

**CHAIR PRO TEM DAVIS JOHNSON:** -- we're -- we're moving them from --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- administration.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Is that person currently working

part-time in Administration? Yeah?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** Any other questions for that section? All right. Next?

**CITY MANAGER EVANS:** The next one is the Police Department.

**CHAIRPERSON MILLER-ANDERSON:** All right. What page?

**CHAIR PRO TEM DAVIS JOHNSON:** 125.

**POLICE CHIEF WILLIAMS:** Clarence Williams, Police Chief. I'm prepared to answer any questions the council may have about what's been proposed in terms of staffing adjustments within the police department. We believe that what has been suggested and proffered is consistent with, uh, the goals and directives that council set forth.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** The PIO that we talked about, I -- we talked about, Mr. City Manager, having an officer or chief to serve in the Public Information capacity.

**CITY MANAGER EVANS:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** Is that still the plan?

**CITY MANAGER EVANS:** Yes. What -- what we are going to be doing is anything related to Public Information on the law enforcement side will be handled by a sworn law enforcement officer. And then any assistance that is necessary as far as press releases, the Communications and Marketing function will assist with that.

**CHAIR PRO TEM DAVIS JOHNSON:** And that's just primarily for responding to major issues with crime, some -- something?

**CITY MANAGER EVANS:** Like or -- or any, you know, special events or when we get media inquiries or those types of things they would help filter that and get it to the appropriate parties. Working -- also working with Fire as well in their PIO.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Chief, the new officers that we are going to hire, are

they going to be experienced officers or are we going to continue the tradition, bring these young guys in, you know, train themselves ourselves, let them go through the program, the whole bit?

**POLICE CHIEF WILLIAMS:** Well, our recruiting and selection process allows -- I think permits for us to do both ways. We have had in the most recent years the greatest success kind of growing our own officers, identifying young persons who -- from the community in particular who want to be police officers and taking advantage of our very unique sponsorship programs where we actually pay their stipend through the academy and they commit to service with us for a period of time certain. So that's the model we prefer. But we still have the ability and the option to hire certified law enforcement officers who are interested in working for the City of Riviera Beach.

**COUNCILPERSON PARDO:** Okay. All right. So it may be mixed?

**POLICE CHIEF WILLIAMS:** It will probably be mixed.

**COUNCILPERSON PARDO:** Okay. All right. That's good. Well, good budget and like you said, you know, you followed our directives. So I appreciate it. Thank you.

**POLICE CHIEF WILLIAMS:** Thank you.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Mr. Chief, do we currently have anyone in the academy that we are looking at or that we are working with to come in?

**POLICE CHIEF WILLIAMS:** We currently have consistent with our -- our -- the first model that I described, four persons who will be graduating from the police academy as Riviera Beach police officers the first week in November.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** Anyone else?

**COUNCILPERSON PARDO:** Oh, one more question. So K-9. How are our K-9 -- K-9s doing?

**POLICE CHIEF WILLIAMS:** The K-9 Unit is doing well. We have a sergeant and four K-9 officers. That model has served us well. They're performing well. And we're completely satisfied with where they are.

**COUNCILPERSON PARDO:** Okay. Thank you.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** How are we -- how are we handling the

retention of officers, and are we seeing a high turnover in the existing staff, you know, maybe going to other agencies for maybe increased salaries? But how -- how are we typically on that curve for retention of officers?

**POLICE CHIEF WILLIAMS:** Currently our retention is -- we're doing very well. Council took significant steps to elevate the salary of our law enforcement officers. It made us competitive with surrounding agencies and our retention is above average.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** And -- from where I stand. So, um, we currently have -- I think it's seven or eight vacancies but we have -- we just processed about 60 persons who were interested in being a Riviera Beach police officer so we have the ongoing recruiting efforts. So there is genuine interest in becoming a police officer in our city. And that interest has been elevated because our salaries are in line. So we -- we have not experienced or are not experiencing great retention issues. The competitiveness in this area because of the sheer number of law enforcement agencies and the opportunities for young people to move from one agent to -- agency to the other keeps us sharp and on it.

**CHAIR PRO TEM DAVIS JOHNSON:** Would -- would you share with me how we -- how we conduct our outreach and -- and where are we doing this outreach to get this interest for individuals wishing to become officers here in our city?

**POLICE CHIEF WILLIAMS:** All the standard kinds of outreaches. We take advantage of, uh, all our community activities. Most recently, for example, National Night Out. We had our recruitment effort going there. We had a recruitment sign-up similar to a model that was used in West Palm at one of the recreation centers here a couple weeks ago. We didn't get the kind of turnout that we had anticipated, but that model is one we plan to continue to use.

So the outreach -- our police officers, of course, are outreach ambassadors. All of us look for persons who we believe would be quality law enforcement officers. So the typical kinds of things: the job fairs, colleges and universities, word of mouth.

We have an incentive program for our police officers: If you identify a person who you believe would be a quality law enforcement person and if that person is hired, we incentivize that officer with \$500 for a person that they bring on that becomes a Riviera Beach police officer. So that kind of outreach is the outreach that's needed. The recruiting poster style recruiting hasn't served the industry well because quite frankly the competition is stiff.

**CHAIR PRO TEM DAVIS JOHNSON:** And then finally as you reestablish the Community Response Team, what's the expectation there?

**POLICE CHIEF WILLIAMS:** The expectation is to have greater outreach and community involvement. That's the gap for us. And so with that team there will be a programmatic presence that people can touch and feel.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh. Okay. Thank you, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, Chief.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Okay. I have another question and it really isn't for the chief. I guess it's either for Mr. Evans, Mr. Sherman or Mr. Davis. So we had a conversation a couple of weeks ago when we were discussing, you know, um, I guess employee issues and unions, blah, blah, blah. And we had asked if you were going to go back to the police union to see if they would take the vote to go into FRS. Did anyone go back to that union yet?

**CITY MANAGER EVANS:** I can't speak specifically on that matter.

**COUNCILPERSON PARDO:** We did have the discussion. Right? Remember, the fire -- when --

**CITY MANAGER EVANS:** Yeah.

**COUNCILPERSON PARDO:** -- we went through three years ago with the fire department, those guys went in, employees went in and, um, the police originally were telling us they were waiting for a contract so they got contracts. That --

**HUMAN RESOURCES DIRECTOR DAVIS:** Yes, ma'am, you did and we heard you.

**COUNCILPERSON PARDO:** Okay.

**HUMAN RESOURCES DIRECTOR DAVIS:** I reached out to Jack McLean who's our lead negotiator and he's been talking with, uh -- with -- with Rick King, I believe, from their union.

**COUNCILPERSON PARDO:** Okay.

**HUMAN RESOURCES DIRECTOR DAVIS:** I don't know exactly where we are. They have a number of things they've been talking about.

**COUNCILPERSON PARDO:** Okay.

**HUMAN RESOURCES DIRECTOR DAVIS:** And that's one of the things that Jack either has or will introduce within those conversations.

**COUNCILPERSON PARDO:** Okay, fine. So I -- I just wanted to make sure that we were continuing.

**HUMAN RESOURCES DIRECTOR DAVIS:** Absolutely we are.

**COUNCILPERSON PARDO:** Okay. 'Cause like Mr. Sherman likes to tell us, it's

a big cost savings. Right. Okay. Thank you.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anyone else for police?

**CITY MANAGER EVANS:** Fire.

**CHAIRPERSON MILLER-ANDERSON:** Next page.

**FIRE CHIEF DUREN:** Reginald --

**CITY MANAGER EVANS:** Wait a minute. I'm sorry. I'm sorry, Chief.

**CHAIR PRO TEM DAVIS JOHNSON:** 127.

**FIRE CHIEF DUREN:** Reginald Duren, your Fire Chief here to answer your questions regarding the 2018 budget. This budget continues our efforts to provide excellent services to the citizens of Riviera Beach. We feel that we're certainly moving in the correct direction and I'm here to answer any questions.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** Okay. I have a couple of questions.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** So, Chief, we had a couple of, um, people almost drowned in the past couple of weeks over on the island off of Ocean Reef Park and I believe off of the municipal beach. And you know, it just goes to prove that what you're trying to do, bringing the lifeguards under your jurisdiction and providing them better training is definitely going to be an asset to the residents but also to all of the tourists that we have in the city. Have you looked at the equipment that we have on the beach side? The jet skis and, you know, the other equipment that the lifeguards have? Is everything up to, you know, standard? And will that be under you now? Right? You're taking all of the lifeguards and all of the equipment, correct?

**FIRE CHIEF DUREN:** Yes, ma'am. We'll be taking over all of it. We started an assessment probably a couple months back when the manager first told us that he was looking to transition the Ocean Rescue to Fire Rescue. And we really met with a number of our partners here regionally who have fire departments associated with ocean rescue.

**COUNCILPERSON PARDO:** Right.

**FIRE CHIEF DUREN:** Among them West Palm and leaned very heavily on their expertise and -- and they're giving us a lot of education in terms of what we need and what we should have in order to provide optimal services. We're working towards those goals and objectives, trying to prepare a budget. Right now we're trying to get our sea legs under, so to speak, so we can provide better services. And we'll do everything that we can and we'll certainly -- possibly there may either be proposing additional line items that might enhance our abilities to provide rescue on the ocean.

**COUNCILPERSON PARDO:** Okay. So do you think you have enough in the budget right now? There's enough padding in case you do need? Say you come back and you need another Gator or, you know, new jet skis? Is there enough money or will - would we go to the general fund for that?

**CITY MANAGER EVANS:** Operationally we will be able to make it work based on what the -- the chief's needs are.

**COUNCILPERSON PARDO:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** Um, excuse me.

**COUNCILPERSON PARDO:** All right.

**CHAIR PRO TEM DAVIS JOHNSON:** What's a Gator?

**COUNCILPERSON PARDO:** It's like a golf cart type thing.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**FIRE CHIEF DUREN:** It's a vehicle that we have to operate on the --

**CITY MANAGER EVANS:** All-purpose vehicle.

**COUNCILPERSON PARDO:** On the sand.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**FIRE CHIEF DUREN:** Yeah. I mean, it's ironically --

**CHAIR PRO TEM DAVIS JOHNSON:** An ATV?

**CITY MANAGER EVANS:** It's a brand, yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. I was just a little off there.

**FIRE CHIEF DUREN:** It's almost like a Xerox but that's, you know -- not even copy machine, a Xerox.

**COUNCILPERSON PARDO:** Exactly.

**FIRE CHIEF DUREN:** But --

**CITY MANAGER EVANS:** Yeah.

**FIRE CHIEF DUREN:** -- ironically you mentioned the Gator and there are Gators -- I'm going to continue to use that term -- specific to beach/oceanfront rescue that can ride on the sand and, you know, traverse that type of terrain. Well, that's a \$40,000 investment so --

**COUNCILPERSON PARDO:** Exactly.

**FIRE CHIEF DUREN:** -- before we make that recommendation to administration



we're going to make sure that's really what we need and talk further with Mr. Blankenship and get his history. And you know, he's been tremendous about giving us access to the current cap in there and he's been very resourceful to us. We're moving toward the right direction. We'll get us there.

**COUNCILPERSON PARDO:** Okay. And you know Jupiter, there's a lot of drownings up in Jupiter so I'm -- I'm sure you've been in touch with those guys.

**FIRE CHIEF DUREN:** Yes, ma'am.

**COUNCILPERSON PARDO:** They have a great program.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**COUNCILPERSON HUBBARD:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**COUNCILPERSON HUBBARD:** The, um -- Chief

**CHAIR PRO TEM DAVIS JOHNSON:** Sorry. Go ahead.

**COUNCILPERSON HUBBARD:** I'm sorry.

**CHAIR PRO TEM DAVIS JOHNSON:** No, no, no. Go ahead. I can -- I can wait.

**COUNCILPERSON HUBBARD:** Oh. I couldn't tell who you was pointing to.

**CHAIRPERSON MILLER-ANDERSON:** Well, I couldn't tell where it was coming from.

**COUNCILPERSON HUBBARD:** Okay. Chief, Will the, um -- will all the lifeguards be under you or just the ones that are Ocean certified or will they be those that are, you know, for our pool?

**FIRE CHIEF DUREN:** Just the Ocean Rescue side.

**COUNCILPERSON HUBBARD:** Okay. So we have some that are Ocean certified and some that'll just be staying with the -- at the --

**FIRE CHIEF DUREN:** Yes.

**COUNCILPERSON HUBBARD:** -- at the Aquatic Center?

**FIRE CHIEF DUREN:** Yeah, it's different certifications that'll be working the pools.

**COUNCILPERSON HUBBARD:** Okay. Thank you.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** On the inspection side, in light of the fires

that we've had now at -- at Stonybrook, do we go in to properties like that to inspect the facility?

**FIRE CHIEF DUREN:** Yes. We work with management in that case to get inside each of those private residences to observe any type of life-safety risks or hazards associated.

**CHAIR PRO TEM DAVIS JOHNSON:** And are they currently in compliance? Are there some things that need to be done? You know, I don't know how far our reach extends as a city into a privately owned facility. But it just seems to me that we're now having this reoccurrence.

**FIRE CHIEF DUREN:** Yes, ma'am. Management has certain amount of responsibility in terms of making sure their life-safety aspects are covered. We go in with them and identify areas where there's some omissions, which we have done. In fact, we just went recently to one of the particular locations earlier last week and we identified some issues that we're working with management to resolve.

**CHAIR PRO TEM DAVIS JOHNSON:** So how often are those inspections to be conducted?

**FIRE CHIEF DUREN:** We try to get into those types of buildings annually.

**CHAIR PRO TEM DAVIS JOHNSON:** Annually. Okay.

**CHAIRPERSON MILLER-ANDERSON:** Anything else for Fire?

**COUNCILPERSON PARDO:** Yeah. Madam --

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** -- Madam Clerk? Oh, my God. I gave you a pay raise.

**CHAIRPERSON MILLER-ANDERSON:** Yeah, you did. A big one.

**COUNCILPERSON PARDO:** I'm sorry, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** Um, yeah.

**COUNCILPERSON PARDO:** Um, Chief, so you mentioned that you go into these facilities at least once a year. You make your recommendations but then do you follow up with them?

**FIRE CHIEF DUREN:** Yeah, we follow up with management. Many of them (unintelligible) challenges seems to consistently -- so we can go in at one time and everything is fine. And, you know, something may happen the next week. Maybe the resident done something. That -- that's the greatest challenge is developing consistency. But really, the onus lies with the management who's responsibility for --

**COUNCILPERSON PARDO:** Management.

**FIRE CHIEF DUREN:** -- maintaining what we investigate and find that are challenging of the building.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Do we have an ability to assess any type of fine for them failing to meet any of the, um, deficiencies that you may find with life-safety issues? Do we have that ability?

**FIRE CHIEF DUREN:** The ability to fine? I believe that we do but typically we try to work with them to resolve it, or if we fine them I put them on a fire watch and that imposes certain liability to the facility, as well.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** Anything else for Fire?

**COUNCILPERSON PARDO:** One more question.

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**COUNCILPERSON PARDO:** Will you be coming back to us -- now, you might get to this when we go through the capital projects. But are you coming back this year asking for any new equipment?

**FIRE CHIEF DUREN:** Uh, yes, ma'am. Working with Administration now to discuss the plan for funding for additional equipment for fire rescue.

**COUNCILPERSON PARDO:** Trucks? Vehicles or --

**FIRE CHIEF DUREN:** Yes, ma'am.

**COUNCILPERSON PARDO:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** Buildings?

**FIRE CHIEF DUREN:** Yes, ma'am.

**COUNCILPERSON PARDO:** 'Cause I see there's money in the budget for the building so we're continuing that.

**FIRE CHIEF DUREN:** Yes. We're working now with Public Works as well as with Finance to progress the project of building a new Station 2. Barracuda Bay.

**COUNCILPERSON PARDO:** Thank you.

**CHAIR PRO TEM DAVIS JOHNSON:** That's mission critical for me.

**CHAIRPERSON MILLER-ANDERSON:** All right. That's it?

**COUNCILPERSON PARDO:** I'm good.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, Chief Duren.

**FIRE CHIEF DUREN:** Thank you.

**COUNCILPERSON PARDO:** Thank you, Chief.

**CITY MANAGER EVANS:** Public Works. Page 119. And then after Public Works it's Development Services.

**CHAIRPERSON MILLER-ANDERSON:** Y'all want to take a break?

**CHAIR PRO TEM DAVIS JOHNSON:** We're going to be here (unintelligible), right?

**CHAIRPERSON MILLER-ANDERSON:** Yeah. All right.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Terrence Bailey, Acting Director of Public Works here to answer any questions you may have.

**COUNCILPERSON HUBBARD:** Can you summarize for us the, um, addition or deletions that are -- that you're looking for to make next year, be it staff, equipment or what have you?

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** The budget for Public Works is relatively flatlined. In the core of Public Works we have no additions or deletions in the way of staffing. It's more hold steady and steady as she goes.

**CHAIR PRO TEM DAVIS JOHNSON:** Do we -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** -- do we have -- I see that the -- the complement of staff is not changing. But in our current complement do we have sufficient staff to cover our roads and our thoroughfares? Because they are a mess. And, um, we need to -- that's something that we certainly need to look at, how we deploy our staff to make sure -- I know that they are not, um, solely grounds keepers, but however, you know, we have thoroughfares that need to be mowed and maintained and sometimes they don't seem to get the attention that they need.

So, um, Mr. City Manager, I certainly want to make sure that we have sufficient staff in the Public Works Department to cover that particular aspect, because you can ride through our city, you know, swales are -- are -- are filled with debris. We have roads that are filled with various things, and I know that, you know, as citizens we have a responsibility not to litter. But you know, we have that kind of thing. And so I am wondering if we have sufficient staff or if we need to think in terms of increasing that staff to take care of those thoroughfares and main entryways to our city.

**CITY MANAGER EVANS:** One of the things that, uh, Acting Director Bailey has done a good job on is communicating to his staff that just because it's not on their work

assignment or on their route, to take care of issues as they see it throughout our community. And so he has also offered an opportunity for any elected official to ride with him and point out some problem areas and some issues so he's aware of those -- those hot-button issues so we can address those expeditiously.

So staff is now being more proactive as opposed to reactive. And I think we're going to start seeing the dynamics change. Also, there's an opportunity to work with Parks & Recreation because we have a substantial amount of employees that are out there every day that are in our communities. So how do we leverage that and make sure there's communication amongst departments.

Because I think currently right now being, you know, eight-square mile facility, we should be able to address what those concerns are and have a preventative maintenance schedule that everyone has that it's posted. We're out there and we're doing the necessary things to keep debris and shrubbery out of our waterway so it doesn't make its way into -- into the ocean, etc. But Director Bailey has issued an edict to his staff to be more proactive and -- and they have started doing that as of late.

**CHAIR PRO TEM DAVIS JOHNSON:** My -- my sentiments exactly. We're eight square miles and so, therefore, in my mind, we should be pristine because we are so small.

**COUNCILPERSON PARDO:** Agreed.

**CHAIR PRO TEM DAVIS JOHNSON:** So I would like to certainly request a ride through the District 3 area after the holiday.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Christmas?

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah, okay. That would be Labor Day.

**COUNCILPERSON HUBBARD:** It is a holiday.

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** I wanted to be specific.

**CHAIRPERSON MILLER-ANDERSON:** That is a holiday.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Make sure we're all on the same page.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. So let me -- let me be specific. After Labor Day.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** And -- and give my (unintelligible) to get back for that ride.

**CHAIR PRO TEM DAVIS JOHNSON:** After Labor Day.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Okay. Labor Day.

**CHAIR PRO TEM DAVIS JOHNSON:** Labor Day.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anything else for Public Works?

**CHAIR PRO TEM DAVIS JOHNSON:** How -- how -- I do want to talk about cross-training and making sure that we have -- we -- we talk about bench and depth. So are there opportunities for cross-training within Public Works? Are we working towards that or is there something that's currently in place?

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Please keep in mind I've been there six weeks but fundamentally I believe in cross-training. We've had a lot of conversation.

**CHAIRPERSON MILLER-ANDERSON:** You -- you can't -- you can't do that in six weeks?

**CHAIR PRO TEM DAVIS JOHNSON:** You can't help yourself, can you?

**CITY MANAGER EVANS:** That -- that -- that doesn't work. No sympathy here.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** But as -- as mentioned -- as mentioned before that, I did issue an edict that every single individual in the department, when you're out in the city riding the streets, if you see something say something.

We've extended that opportunity to all departments. Most departments have individuals riding throughout the city, and it appears that we're going to be getting great comp -- agreement and assistance from the other departments. While not every vehicle could pull over and grab a tree limb, a phone call back to Public Works to let us know before obviously it gets to a citizen or to your ears is something that we're implementing.

We've also looked at a few technology solutions. There are some applications to where people can notify through the existing cue alert system when there's an incident and we'll be rolling that out throughout the staff. But it's really just a refocus and reminder of our goal and mission. And you can see here on page 119, Public Work's mission is the beautification and role (unintelligible) of keeping the city beautiful, and we take that seriously as the first and foremost reason why we exist in the community. So we are retrenching and refocusing on that as we move forward. To the specific question of cross-training, I believe that's where it begins, understanding why we exist and why each of the different divisions are here and how they fit into the global picture of keeping the city beautiful.

**CITY MANAGER EVANS:** And to --

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, sir.

**CITY MANAGER EVANS:** -- to dovetail on -- on Director Bailey's remarks, one of the things as we go through the Job Class Analysis is looking to create positions that allow for people, if they get additional licenses, if they get additional skill set, that they move up. So for instance, if they're a recreation leader 1 and if they get -- become a spray tech and become a playground inspector, that they can move up to a recreation

leader 2 and they don't have to wait for a vacancy to occur or someone to leave the organization. So you have these benchmarks and these opportunities for people to move up in the organization.

And there may not necessarily be a position available, but they can elevate themselves by taking those initiatives and the organization providing those training opportunities, as well. So it gives us the ability for somebody to move all the way up, let's say, to a recreation leader 3 and then have all that skill set that's from the 1, the 2 or the 3. Or if somebody wants to stay at that recreation leader 1 for 20 years and be -- that's all they want to be, as long as they do a good job it's allowing for them to take the initiative and allowing for those that are go-getters to have those opportunities so they don't have to wait for attrition or someone to leave the organization. So we're building in that capacity, and that's something that will come out of the Job Class Analysis and the Compensation Classification Study.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** So are you still evaluating possibly merging Public Works' ground crew and Parks & Rec. ground crew?

**CITY MANAGER EVANS:** Not -- not at this particular moment. Not at this particular moment, but it's something that we probably will have a discussion, you know, later on in the next year's budget cycle. Especially when we look at the construction of a new facility for Public Works, that there is some opportunities with the fleet and equipment repairs, that it may make sense to have those operations there. But we will have a discussion with the council, 'cause that's a policy decision and a level-of-service discussion that will wind up coming back.

**COUNCILPERSON PARDO:** Okay. So that'll happen sometime from now -- between now and the next budget?

**CITY MANAGER EVANS:** Uh-huh.

**COUNCILPERSON PARDO:** Okay. That's fine.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anything else for Public Works?

**COUNCILPERSON HUBBARD:** No.

**CHAIRPERSON MILLER-ANDERSON:** Okay. So we -- we'll --

**CITY MANAGER EVANS:** Development --

**CHAIRPERSON MILLER-ANDERSON:** I know.

**CHAIR PRO TEM DAVIS JOHNSON:** What do we have next?

**CITY MANAGER EVANS:** We've got Development Services.

**COUNCILPERSON PARDO:** Stormwater.

**CITY MANAGER EVANS:** And Storm -- well, Stormwater. I think, Mr. Sherman, didn't you hit on --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I did (unintelligible) an earlier question (unintelligible).

**CITY MANAGER EVANS:** Mr. Bailey. So he snuck out of there without Stormwater.

**CHAIRPERSON MILLER-ANDERSON:** And then the -- hold on.

**COUNCILPERSON PARDO:** I --

**CHAIRPERSON MILLER-ANDERSON:** Hold on. And then the capital?

**CITY MANAGER EVANS:** We have, uh -- it would be Development Services. We spoke about the Utility District, Parks & Rec., Library and then if the council had any questions on the Capital.

**CHAIRPERSON MILLER-ANDERSON:** Okay. Because, um, 50 -- you weren't the only one.

**CHAIR PRO TEM DAVIS JOHNSON:** (Unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** Fifty percent want to take a 10-minute break.

**CITY MANAGER EVANS:** That's fine.

**CHAIR PRO TEM DAVIS JOHNSON:** (Unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CITY MANAGER EVANS:** All right.

**CHAIRPERSON MILLER-ANDERSON:** So, um, what, 9:09? Exactly 10 minutes, right?

(A brief recess was held).

**CHAIRPERSON MILLER-ANDERSON:** All right. We're back on. We are going to resume.

**CITY MANAGER EVANS:** Okay. We're going to have Director Bailey finish up with Stormwater and then we'll get into Development Services and then Parks & Recreation and then library.

**COUNCILPERSON PARDO:** We did the Library, didn't we?

**CHAIRPERSON MILLER-ANDERSON:** I didn't think it was (unintelligible).



**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Ready to -- ready to answer questions (unintelligible).

**COUNCILPERSON PARDO:** All right. Okay. Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Okay. So, um, Mr. Bailey, so I was going through the department --

**CITY MANAGER EVANS:** Page 135.

**COUNCILPERSON PARDO:** Okay. So I noticed that there's no assistant director executive over there. And I guess -- I think almost every other department has an assistant. What's going on with that? Who's your assistant?

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Right now there is no assistant outlined in the organizational chart. It, in essence, goes from the director to the five divisions.

**COUNCILPERSON PARDO:** Okay. So is there a reason? Have you thought about that?

**CITY MANAGER EVANS:** We have, uh -- we have thought about it, but at this particular moment certainly I -- I think that where we are in the budget, looking at what the divisions are -- in some cases I've seen where it's a slash so it would be city engineer/public works director, those types of things. So those are some things that we're going to -- we'll look at.

The first department that we added an assistant director -- well, we added two assistant directors this fiscal year, one in Library and one in Human Resources. But this -- certainly this department would eventually necessitate that type of -- that type of position. But currently budgetary wise we didn't put that in there.

**CHAIRPERSON MILLER-ANDERSON:** We had one before and we cut it at some point. How long ago was that? Or -- it's been how long?

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Seven or eight years ago. I believe, um, it's my understanding that Akhimie, the director --

**COUNCILPERSON PARDO:** That was before me.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** -- after Don and before Mr. Johnson eliminated the assistant director position.

**CHAIRPERSON MILLER-ANDERSON:** And have we needed it over the years? Have we requested it? I know it got put in the budget (unintelligible) over the years. (Microphones stopped working).

**COUNCILPERSON PARDO:** (Unintelligible) needs an assistant would definitely be Public Works with all of the employees that we have over there so --

**CITY MANAGER EVANS:** That -- that particular position as far as the assistant in the library is that we anticipate -- we have the library director's in D.R.O.P., and so we anticipate that attrition will occur in that particular position.

But with the existing positions we have in Public Works certainly we can look at, you know, evaluating the division heads and maybe making one of the existing positions that. But that's something that certainly we want to -- to allow for an opportunity to let some of the proverbial dust settle and then get us to where we can assess which division head would be more appropriate to serve in that capacity. But it's not something that's outside of the scope and the thought process where we are currently.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So in -- in -- in the event something were to happen with Mr. Bailey --

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Bailey.

**CHAIR PRO TEM DAVIS JOHNSON:** -- so who then is the next person? I know that he said it reverts to the five divisions. But who would technically step up? Would it be you stepping in to oversee or would it be --

**CITY MANAGER EVANS:** In -- in most cases when you would have attrition that would occur at that department director role, it would be the assistant manager that would serve in that capacity or it would be the, you know, senior level supervisor or superintendent that you may have in that particular operation. Right now, um, the acting Public Works director has deputized one of his -- his Stormwater supervisor --

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Yeah.

**CITY MANAGER EVANS:** -- to assist in that -- in that secondary leadership role in the operation.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** So there is a --

**COUNCILPERSON PARDO:** Who's that?

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** -- um, there's an Operations manager which is -- oversees the Stormwater and Streets and Grounds. That position's currently vacant. So as you can see with -- with that Operations manager, you have the City Engineer, which sort of runs an autonomous sub group, the division with capital construction engineering-related issues. Facilities --

**COUNCILPERSON PARDO:** And who is that now? Who is the City Engineer now? It used to be you.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** Richard -- Richard Labinsky. He started on the 21<sup>st</sup>. um, I'm sure he'll come to one of the next few council meetings

and be introduced as we traditionally do.

**COUNCILPERSON PARDO:** Okay.

**ACTING PUBLIC WORKS DIRECTOR BAILEY:** So you have the City Engineer operating Capital, you have Facilities and then the Operations manager which takes Streets and Grounds traditionally. At least in the five years when I was the City Engineer, depending on circumstance, the City Engineer and/or Streets and Ground -- or Operations Manager would fill in in long-term absence, vacation, something of that nature, or it was shared. Operational issues went to Operations manager and technical to the engineer. But it's not necessarily a long-term solution.

**CITY MANAGER EVANS:** And -- and when we do go to hire for that Operations manager, we're going to look for somebody that has the leadership skills and the aptitude to be able to serve in that capacity. So maybe a year into that position, assuming that they are, you know, fulfilling the expectations of the organization, we can certainly look to upgrade that position to an assistant director.

**CHAIRPERSON MILLER-ANDERSON:** All right. Anyone else?

**CITY MANAGER EVANS:** All right.

**COUNCILPERSON PARDO:** Good.

**CITY MANAGER EVANS:** Next one is Development Services. Page 117.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Good afternoon, Council.

**COUNCILPERSON PARDO:** Afternoon, Jeff.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Jeff Gagnon, Acting Director of Community Development, soon to be known as Development Services. That's one of the major changes that's in our budget for the upcoming fiscal year. And in addition to that change, we also have the name change for Code Enforcement to Code Compliance. I think that it actually presents the City and specifically the department with a really -- really great opportunity to really take a look at our approach at certain items and being that we do have multiple vacancies currently, we get to temporarily pause and see how we're going to move forward and what ways we're going to be most effective. So a lot of the legacy items that are sometimes associated with long-term employees, that issue doesn't exist right now. So we have the opportunity for a fresh start, a clean start and we look forward to doing so October 1<sup>st</sup>.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** So Mr. Gagnon, would you give me a breakdown of staff? I -- I see that we have -- we're -- we're losing one person. It says your complement will go down from 26 to 25. But how -- who's currently in Planning &

Zoning? How many people?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Okay. So we have in Planning & Zoning there's five positions. And I'll give you either the positions are vacant or the employee is out or acting in another capacity. So in Planning & Zoning three of five are either vacant or out. In Building, four of eight are either vacant or out. Administration, two are vacant or out. Two of two, excuse me. Code Enforcement, four of 12 are vacant or out. So 13 out of 27 positions are either vacant or out and that's approximately 48 percent of our staff.

**CHAIR PRO TEM DAVIS JOHNSON:** So how are we functioning? You said you have five positions of which three of the five are vacant or out in Planning.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yes, ma'am. Yeah. It's the, um -- for Planning & Zoning, the structure is the assistant director of Community Development which was my former title. I'm now acting so technically I'm in the Administrative cohort now.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** We also have the principal Planning position that we actually did offer the job and the starting date will be the 11<sup>th</sup> of next month.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** So that's a positive. We have both senior Planning positions that are currently vacant. I'm anticipating being able to offer the job hopefully by the end of the week. So that interview process is complete. Now the heavier lifts, I think, will be moving forward with the Building Division, because we have a lot of vacancies.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** We had previous issues with filling vacant positions. So I do have a meeting set up with our HR director for tomorrow morning to go over -- it's not a finalized plan but some ideas to potentially combine two positions into one which we think will provide a higher level of service and -- and actually a cost savings overall. Additionally, potentially creating a new position title to help really mold the three divisions, because on -- on paper we have three individual divisions. But the reality of how it works in the department is -- is very different. Soon any given day you may be in, you know, the Planning and Zoning Division but you're assisting with Code Enforcement or vice versa.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** So it's something that I think there's going to be -- there was a lot of discussion previously about having expertise in different areas. I think that it's going to be vital for, um, our department

to cross-train and make sure that everyone knows a little bit of everything.

**CHAIR PRO TEM DAVIS JOHNSON:** So Mr. City Manager, this is where we came in to discussion about being able to offer comparable salaries in order to get the qualified folks that we need. Where -- where are we in -- in -- in that?

**CITY MANAGER EVANS:** That is why the, uh -- the department directors are meeting tomorrow, to create that hybrid position that allows for us to, in essence, compensate more to be able to get the skill set that we do need. So Director Gagnon and Bruce Davis have been working on that and so there should be an item, I would say, coming before the council to effectively create that position. If not, the first meeting in September or the second meeting in September to go ahead and -- and make that position so we can get somebody in that spot so we can be able to provide the services that are necessary, because that's the big thing that we have right now is being able to put forward the staff and the resources to get some permits issued. And especially with some of the concerns we've had on our buildings, we've been constantly putting out fires. So pulling staff away. And Jeff, to his credit, he has been the planning department. He has served in all those capacities so he's done a yeomen's job in being able to, uh -- to hold down the fort there. So I -- I believe here in the next 30 days we should be in a much better spot in that particular department to being able to provide the services necessary to move forward. And I think it's important that the name change is that, you know, service is our middle name. So it's -- it's an opportunity to rebrand and to address the development community and be more proactive. And then working with economic development, Mr. Perry and -- and his team are going to make sure that they help facilitate those interactions and conversations with the developer, helping them find where their permits are in the process and then making sure it goes from start to finish and -- and we deliver the service that's anticipated.

**CHAIR PRO TEM DAVIS JOHNSON:** So the dollar value that is being appropriated for the '18 budget of 1.875 in personnel will be able to support any hybrid or variation or any positions?

**CITY MANAGER EVANS:** That is correct, yes, ma'am.

**CHAIR PRO TEM DAVIS JOHNSON:** No anticipate of coming back for extra dollars?

**CITY MANAGER EVANS:** No anticipation. And we do have in the budget \$150,000 as a stop-gap measure to be able to assist us in, uh -- in the interim in the event we still have to contract out with gap government. So the director knows that based on what the expenditures have been, that's realistically only about two months. So they need to get the appropriate staff in place prior to the start of the fiscal year 'cause there is limited funding available to carry that relationship with -- with gap government.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Thank you, Madam Chair. Thank you, Mr. Evans.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh. Anyone else?

**COUNCILPERSON HUBBARD:** No.

**CITY MANAGER EVANS:** All right. Parks & Recreation, page 221. 121.

**CHAIR PRO TEM DAVIS JOHNSON:** I thought we did this. No, we didn't.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Good evening again, Council. Richard Blankenship, Parks & Recreation Director here to answer any questions you may have.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So I see that under coordinating plans citywide, special events, we have our MLK and July 4<sup>th</sup> celebration. So we are now -- or will be at the beginning of the fiscal year, in the planning stages to make sure that that -- that those events go off without a hitch?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Uh, we -- we are already meeting on MLK. We've been meeting for about a month.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** We -- we have met with vendor for fireworks, getting some opinions and -- and pulling -- or -- or seeking some information so that we can make sure that -- that we can get the July 4<sup>th</sup> activity up without a hitch.

**CHAIR PRO TEM DAVIS JOHNSON:** And the funding to support that is included in the Operations budget?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**COUNCILPERSON PARDO:** Okay. So have you spoken with any of the regulatory agencies yet? Because it's going to take --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Yeah.

**COUNCILPERSON PARDO:** -- you know --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** The, uh, vendor --

**COUNCILPERSON PARDO:** -- a while to get those permits.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- the vendor has all the

permitting. You know, it --

**COUNCILPERSON PARDO:** So the vendor handles the permitting?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** The vendor handles that, right. And then -- and as soon as we come to you and -- and ask -- and determine how we're going to do it, where we're going to do it, they'll get the permitting. We know we -- we need to do it at least -- probably by the first of the year.

**COUNCILPERSON PARDO:** Okay. So perhaps, you know, sometime in January you'll come back?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right. Uh-huh.

**COUNCILPERSON PARDO:** And we can have the discussion.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And I --

**COUNCILPERSON PARDO:** 'Cause the last thing I want to happen is it fall by the wayside like it did this past year.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** (Unintelligible).

**COUNCILPERSON PARDO:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And I'll come to you the second meeting in September and update you --

**CHAIRPERSON MILLER-ANDERSON:** Is his microphone out?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- (unintelligible).

**CHAIR PRO TEM DAVIS JOHNSON:** He's just far away from it. The second meeting in September? What'd you say, September --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Second meeting in September.

**CHAIRPERSON MILLER-ANDERSON:** He can't hear you.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Sorry.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh.

**CHAIRPERSON MILLER-ANDERSON:** It went -- is it on? I think it went out.

**CHAIR PRO TEM DAVIS JOHNSON:** No. He was just far from it.

**CHAIRPERSON MILLER-ANDERSON:** I have a question. Um, I know I've seen a flier. There's something going on at -- I think at Calloway on September 30<sup>th</sup> is a Taste of Riviera Beach. Is that us?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** That is -- we are hosting it. It's a -- it's a, uh -- a private (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** That microphone is not working.

**CHAIR PRO TEM DAVIS JOHNSON:** No. He just needs to speak to it.

**CHAIRPERSON MILLER-ANDERSON:** It's too low.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** We are hosting it. But we are not producing it.

**CHAIRPERSON MILLER-ANDERSON:** Give him a mike. So -- okay. So we're hosting it? What does that mean? What, are we -- what do you mean? Just the venue?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** The venue, correct.

**CHAIRPERSON MILLER-ANDERSON:** We're just providing the venue for it?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And they're -- we're providing the venue and there's another group that is actually producing it.

**CHAIRPERSON MILLER-ANDERSON:** So with the -- 'cause I've been getting a lot of calls. And people, um, are trying to find out how can they be vendors and as if we're the ones that's having the event. And I don't know if the way that it's being advertised it appears that it's us that's doing it.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Um --

**CHAIRPERSON MILLER-ANDERSON:** With the logos and all of that on there.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- I haven't seen any advertisement.

**CHAIRPERSON MILLER-ANDERSON:** You haven't seen the flier?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** I haven't seen any of the --

**CHAIRPERSON MILLER-ANDERSON:** Mr. Evans, do you know?

**CITY MANAGER EVANS:** I -- I did talk --

**COUNCILPERSON HUBBARD:** (Unintelligible).

**CITY MANAGER EVANS:** (Unintelligible) if it was on. I did talk with the --

**CHAIRPERSON MILLER-ANDERSON:** It's still not working.

**CITY MANAGER EVANS:** -- the organizers to tell them that they are not permitted to utilize --



**CHAIRPERSON MILLER-ANDERSON:** Pass that other mike 'cause it's not working.

**CITY MANAGER EVANS:** I -- I did talk with the -- the folks that were coordinating the event and said that you cannot utilize -- state statutes prohibits you from utilizing the City's seal or its likeness or what have you without expressed communications from the City allowing you to do so. So they have since removed the City's logo off of that. They are in the process of moving forward with a special events permit. To be able to do that I think they're working with Parks & Rec. to secure the facility if they haven't already secured the facility.

So it's something that they are -- the -- the committee is formulating on their own, and then they basically want to have an event where they invite folks but they didn't want any participation, per se, from the City. Now, obviously as this event moves on, I -- I don't know what's going to come up. But --

**CHAIRPERSON MILLER-ANDERSON:** 'Cause I didn't see a -- like, I don't know. It -- the only thing is it said Taste of Riviera Beach or something like that. And it had our logo, but it didn't say, like, you know, the Legends Group Presents, or something like that. I -- it doesn't say who's having the event.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** I'm --

**CITY MANAGER EVANS:** They're --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- oh, I'm sorry.

**CITY MANAGER EVANS:** Go ahead, I'm sorry.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** I'm actually meeting with them tomorrow on site to make sure they know what they're getting into as far as the, uh -- the location is so I'll try to get -- gather some more information.

**CHAIRPERSON MILLER-ANDERSON:** Okay, yeah. Just because I -- I know personally I've received some -- numerous calls. And at first I didn't know what anyone - - what they were talking about. And then I started seeing it on Facebook so I wasn't sure if, you know -- I know you've done some things with the basketball -- with the basketball camps and different things like that. So I didn't know if we were actually a part of it. And you know --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** But they are -- and it is - - not only is it Taste of Riviera Beach, but it's also the 95<sup>th</sup> birthday celebration.

**CHAIRPERSON MILLER-ANDERSON:** Right. Right.

**CITY MANAGER EVANS:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** They're celebrating the City's birthday.

**CHAIRPERSON MILLER-ANDERSON:** Right. Right. Right.

**CITY MANAGER EVANS:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** Now, Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** Is there a policy that --

**CHAIRPERSON MILLER-ANDERSON:** Pull your mike down.

**CHAIR PRO TEM DAVIS JOHNSON:** -- is there a policy that suggests before advertisement takes place that the venue be secured?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Well, there's policy and there's logic. But, uh, yeah. Yeah, they're used to doing -- dealing with it.

**CITY MANAGER EVANS:** One of the -- yeah, one of the things that we will be bringing forward to the council is, um, some language that recommends some changes to policies because the acting Development Services director or Community Development director can provide some insight. I believe it's actually memorialized in the code that those types of special events require legislative action from the council to be able to -- to proceed. Is that correct, Jeff? You can give me a thumbs up or a thumbs down if I'm -- or not at all. Or -- kind of. Okay.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** So there's currently a code section that discusses special events in the City. It was written approximately 30 years ago. And the procedures associated with the code section aren't always followed. Even how a special event is defined is in question. So on -- on our list of -- of tasks is to look at that ordinance and see what revisions could be made to make it more effective. But we've had much more interest and more questions based on our existing Parks facilities and also the completion of this facility, the Marina Events Center, so we're contemplating maybe creating something other than a special event. Maybe it'll be a special activity for smaller-scale events and the really large-scale events, so the MLK Parade, for example. There's something that has a very large impact on level of services, would have to go through the special event procedures that currently exist.

**CHAIRPERSON MILLER-ANDERSON:** All right. All right. Anyone else?

**COUNCILPERSON PARDO:** Yeah. So, um, Calloway Park. Are you coming up with a plan to keep Calloway Park open so the kids in the neighborhood -- I've spoken with you many times about it.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right.

**COUNCILPERSON PARDO:** So are you coming up with a plan?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Well, we had the plan but understand with our license for after-care program --

**COUNCILPERSON PARDO:** Yeah.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- the gates have to be locked.

**CHAIRPERSON MILLER-ANDERSON:** The gate.

**COUNCILPERSON PARDO:** Yeah.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** So --

**CHAIRPERSON MILLER-ANDERSON:** A question about the gate.

**COUNCILPERSON PARDO:** Yeah.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- that's --

**COUNCILPERSON PARDO:** So -- right. So this is an issue. We put a couple million dollars into that park and children are supposed to use it. It's a park. And we hear from time to time that the kids in the neighborhood are climbing over the fence, because the park is locked. And I understand we have the day care center now. And now -- now the kids really can't even use the park. There has -- you have to come up with plan. When I was over at the -- when I was over at Calloway Park during the -- the Team Elam Event, there were kids that were playing in the sprinkler and the parents were standing around and they had no idea that we had a sprinkler over there because the kids are never allowed in there. And you know -- and honestly, that's unconscionable. I told them, "Well, you know, you could go over there to the marina," but a lot of them don't even have cars. And if it's a park it should be opened to the children.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Just to clarify, the east gate is never locked. It's always open. And --

**COUNCILPERSON PARDO:** The gate on MLK is always locked.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right. And the facility is only closed to the public from 2 to 6 per the license.

**COUNCILPERSON PARDO:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Monday through Friday.

**COUNCILPERSON PARDO:** Right.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And there's not really much we can do about that. That's not our -- not our rule.

**COUNCILPERSON PARDO:** Well, we made the problem, right? By -- by allowing that day care center to go in there. So there's no way we could put a fence or some kind of security around it? So the kids can have access?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** It's an after-care program.

**COUNCILPERSON PARDO:** Right.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** That we manage. That we run.

**COUNCILPERSON PARDO:** Right.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** You know, the licensing requirements are -- are -- are what they are.

**COUNCILPERSON PARDO:** Okay. So is that why in the summer, um, the day care centers around the city, Atkins and the rest of them, they -- from what I heard, so they pay the City some kind of fee and they are allowed to use those sprinklers during the day.

**CHAIR PRO TEM DAVIS JOHNSON:** The sprinklers?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Well, during -- the after-care program doesn't run in the summer. So --

**COUNCILPERSON PARDO:** Right. Right.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- so -- we don't have those same --

**COUNCILPERSON PARDO:** But the children -- but from --

**CHAIR PRO TEM DAVIS JOHNSON:** What sprinklers?

**COUNCILPERSON PARDO:** Just set me straight.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Uh-huh.

**COUNCILPERSON PARDO:** So is it true that the neighborhood kids are not allowed to use the sprinklers during the day because the after-care programs are in there?

**CHAIR PRO TEM DAVIS JOHNSON:** What sprinklers?

**COUNCILPERSON PARDO:** Not the after-care, the --

**CHAIR PRO TEM DAVIS JOHNSON:** At Calloway?

**COUNCILPERSON PARDO:** -- at Calloway.

**CHAIR PRO TEM DAVIS JOHNSON:** What sprinklers?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Not during the summer.

**COUNCILPERSON PARDO:** They have a big sprinkler system.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Well, it's just a spray pad.

**COUNCILPERSON PARDO:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh, the spray pad.

**CITY MANAGER EVANS:** Splash pad.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Spray pad.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. I'm like so --

**COUNCILPERSON PARDO:** Whatever you call it.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** But not during the summer, that's not the case. Now, as -- as -- as I --

**COUNCILPERSON PARDO:** Okay, fine. So --

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- as we had spoken, we -- we will have a plan next summer to have that on more, you know, daily in some form or fashion.

**COUNCILPERSON PARDO:** We have to. We paid so much money for it. And you need to come up with some kind of plan to open up the park -- the -- the gates along MLK so the kids across the street can at least get in there. You know? You have all the kids in Stonybrook playing -- and it's not your fault. It's none of our faults. But they're playing in dirt and glass.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Uh-huh.

**COUNCILPERSON PARDO:** And those are the, you know, poor children that are climbing over the gates because they want to see what's inside. So if it's our park --

**COUNCILPERSON HUBBARD:** Madam --

**COUNCILPERSON PARDO:** -- right? The park belongs to everyone.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right.

**COUNCILPERSON PARDO:** That park needs to be opened.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And there's no one in this room more, um, critical of that than me. But it's -- it's a licensing issue and it's really -- it -- it's what we have to abide by for the license.

**COUNCILPERSON HUBBARD:** Question, Madam --

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON HUBBARD:** -- Madam --

**COUNCILPERSON PARDO:** How sad is that?

**COUNCILPERSON HUBBARD:** -- where else can we host the after-care

program? Because I agree that the park should be open for the community. If the children aren't going to be allowed to come out, what other hours are they going to be allowed to come out and play but 2 to 6? Because they're in school and they gotta get home before dark. So they have -- they're going to the park, they -- they -- it will be between 2 and 6. But we need to think about if we're going to host an after-care program, where else can we host it other than somewhere that excludes a large neighborhood of kids from using - using the Tate's Recreation Center?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right. Well, that would be -- you know, we -- we don't have indoor space. That's one of our challenges in the system. So really there -- there is no other public space that we have that we could do that where we're not alienating some group. We -- you know, we need -- and back to the Park master plan, that's where we need to look at indoor space and -- and where that should be located so that we can do those types of things.

**CHAIRPERSON MILLER-ANDERSON:** Well, but do you find that the children who are participating in the after-school program are those same kids that would be playing out there?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Some of them are. Some of them are. And that's a voucher program so if they qualify for a voucher and they -- they go through those steps then it doesn't cost them anything.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Wait. She --

**COUNCILPERSON HUBBARD:** There in the kids -- most of the kids that are in the after-care program are going to be, you know, young kids. But then there are other kids that are allowed to go to the park by themselves and, you know, walk from their homes in Federal Gardens and the surrounding areas by themselves. The kids that need someone to keep them are the kids that are in your after-care program.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Uh-huh.

**COUNCILPERSON HUBBARD:** So what does -- what do the bigger kids get to do? Because we have, um, allotted the -- the center -- we've taken the center from them. So again, it's not -- it's not a good situation either way.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right.

**COUNCILPERSON HUBBARD:** You know, we know that we don't want latch-key kids and that we want to have after care for kids after they get out of the schools, but we also want, you know, our children to have somewhere safe to -- safe to play and, you know, I thought that the park would be a -- you know, would -- would be an answer to -- to that.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** The after-care program goes up to age 15. But what I -- what my commitment is that I'll re-vet the -- the DCF

regulations to make sure that we're interpreting them correctly. And then -- and then follow up, get back with you on the -- on what I discover.

**CHAIR PRO TEM DAVIS JOHNSON:** Madam --

**COUNCILPERSON HUBBARD:** Okay. Thank you.

**CHAIR PRO TEM DAVIS JOHNSON:** -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So the -- the regulation requires -- because our -- our program is inside the gym.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So all of the -- the -- the outside, the -- the courts, the fields, those cannot be utilized between 2 and 6?

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Um, the way I interpret the rule --

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- no. And here's a good example why. We opened back in May.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** First day we were open, there was an arrest made in the park with a gentleman that had a -- a weapon on him.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** After 2:00 and before 6:00. So there -- there is -- while it -- I -- I don't -- I -- there's some logic behind it.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Maybe there's another way we can address it. But I want to -- I'll dig deeper into the -- into the regulation to make sure that -- that we are not --

**CHAIR PRO TEM DAVIS JOHNSON:** That would be the inquiry that I would like to see made, because if there is an opportunity to allow access to all of the outlying -- outlying functions of our park, that would resolve the issue from 2 to 6 for the others to play who are not involved in the Enrichment Program.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** And I completely understand the concern 'cause I have the --

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** -- I have them myself.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. I'll look forward to your response.

**PARKS & RECREATION DIRECTOR BLANKENSHIP:** Okay.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** All right?

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you, Mr. Blankenship.

**CHAIRPERSON MILLER-ANDERSON:** Anyone else? All right. Thanks.

**CITY MANAGER EVANS:** All right. And Director Sherman will be pinch-hitting for Miss Cobb and it is page 123.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Uh, there were -- there were two personnel changes and we previously have discussed the assistant library director. We're also adding a part-time page at the library.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And before I open up to any questions I was asked at the last meeting to get back to you with a cost of the Cybermobile, putting the Cybermobile back on the street.

**CHAIR PRO TEM DAVIS JOHNSON:** Yes, sir.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Um, the Fleet manager has given me a price of about \$26,000, but he also has a concern that the generator has almost 3,500 hours on it and replacing the generator would be another \$15,000. So we're talking in the area of \$40,000 which is why we, in essence -- when we lost the driver, the thought was to downsize the -- the vehicle so we didn't need a CDL license anymore.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And then get possibly one or two smaller mobiles. We're finding when we take out the Cybermobile, most people want it for the iPads and the -- you know, the -- the Wi-Fi, not necessarily for the books. So we would look to, again, replace this vehicle rather than put the money into the repairs. Sell this vehicle, use those proceeds, in essence, this money to -- to buy a brand new vehicle but something that was smaller.

**CHAIR PRO TEM DAVIS JOHNSON:** And what's the cost of -- have -- have -- do



we have an anticipated cost of a new vehicle?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it does. It -- depending again on the size, 'cause again, they -- they do range in size. You can get them from, you know, 50,000 to maybe 75, 80,000 for something that doesn't require the CDL license.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. The -- you know, I -- I want you to understand and you mentioned, you know, that folks want to use it for the iPads. But that's a part of what you go to the library for.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** Folks are searching for the job or they're on social media because there is no access in the community to Wi-Fi.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** So segueing into Wi-Fi in the community, there are organizations that we need to reach out to that can offer Wi-Fi in our community as little to no cost for our residents. And we need to look into that to see how we can either partner or have someone come in that can provide those services, because that's a part of what children need to be able to get on to i-Ready and to be able to look up information and to become better equipped to be better students.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIR PRO TEM DAVIS JOHNSON:** So I get it that we are not in the social service businesses necessarily, but we need to make sure that if we are offering an auxiliary service of the library, then we need to try to mirror the services that are in the library. So we want to just kind of keep in mind that -- that the access to Wi-Fi, the access to computers, laptops, iPads, is just as important as the books.

**CITY MANAGER EVANS:** One of the things --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Agree.

**CITY MANAGER EVANS:** -- if I may, Madam Vice Chair, is I -- I was successful in negotiating a deal with, um, Bright House in the Orlando area that put free Wi-Fi in public spaces. Now, if you were -- you got free Wi-Fi of course if you're a Bright House subscriber. But for a couple of dollars you can jump on the Wi-Fi and be able to, you know, surf the Internet, etc.

So I did mention some discussion with our IT manager about the possibility of looking to work with Comcast or the cable provider, because one of the things that they like is areas where people convene so they can be able to promote their -- their services. And the only thing that they ask for us is the opportunity to locate the -- the wireless technology on some of the poles throughout some of our Park systems, etc.

So that's something that we've had initial conversations, and that may be something that we would like to bring forward to the -- to the council for further discussions in the event that we can find a vendor that is amenable to doing such that, because that is the -- the common practice in urban areas, to allow for access to the Internet because that is something that is -- definitely has some correlations with education and -- and access to the Internet for academic purposes, as well as, you know, recreational purposes.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. Thank you, sir.

**CITY MANAGER EVANS:** Uh-huh. At this particular moment that concludes the department presentations. And --

**CHAIRPERSON MILLER-ANDERSON:** But I had a -- hold on one minute. I'm trying to get my mind right. I'm getting tired and my mind is delayed here. I'm trying to catch up with it. With the Library, I know Miss Pardo has, like, a Little Free Library set up over there on Singer Island, right?

**COUNCILPERSON PARDO:** I have three of them.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**COUNCILPERSON PARDO:** (Unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** So I was wondering if that was something that we could possibly look into to do on our -- on this side of Riviera Beach. Um, I -- I did look into it, and the school district actually has a number of books that they --and Lake Worth has done for a while and they've been pretty successful with it, and they almost have more books than they can handle. And the school district has pretty much opened up their doors to giving them their over -- their inventory that they don't use anymore.

Um, I think the bulk of the cost is mainly building the -- the boxes that the books go into. And I think they cost about 400 or something dollars, somewhere around in there, is what I was told when I met with the lady about the Little Free Library. But Miss Pardo, what did you do -- how -- yours -- I see yours are pretty large. And I guess you have mainly adult books, maybe -- no?

**COUNCILPERSON PARDO:** Not at all.

**CHAIRPERSON MILLER-ANDERSON:** So how many books would that size hold?

**COUNCILPERSON PARDO:** It really depends on how thick the books are.

**CHAIRPERSON MILLER-ANDERSON:** I mean, I know you -- right.

**COUNCILPERSON PARDO:** So I know, um, over on Park Avenue there's a lot of children's books.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** And adults' books. And at any time we could have anywhere from 25 to 50 books.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**COUNCILPERSON PARDO:** And then the one on Pine Point and A1A is also a popular one.

**CHAIRPERSON MILLER-ANDERSON:** And what --

**COUNCILPERSON PARDO:** And what I did, I gave -- I used Community Benefits monies.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** To have those built and -- and then I put books from my library at home and all of my residents did.

**CHAIRPERSON MILLER-ANDERSON:** Right. And then the residents, they add to it as well. Right. Right.

**COUNCILPERSON PARDO:** Absolutely.

**CHAIRPERSON MILLER-ANDERSON:** So I guess --

**COUNCILPERSON PARDO:** It's great.

**CHAIRPERSON MILLER-ANDERSON:** -- the -- the majority -- because mainly it's a volunteer --

**COUNCILPERSON PARDO:** You --

**CHAIRPERSON MILLER-ANDERSON:** You wouldn't have any staff monitoring it. And that's kind of discouraged.

**COUNCILPERSON PARDO:** No.

**CHAIRPERSON MILLER-ANDERSON:** It's mainly for the community to buy into it and they run it and you get --

**COUNCILPERSON PARDO:** It's --

**CHAIRPERSON MILLER-ANDERSON:** -- you have to have a dedicated volunteer.

**COUNCILPERSON PARDO:** No. You don't need volunteers.

**CHAIRPERSON MILLER-ANDERSON:** Huh?

**COUNCILPERSON PARDO:** You don't need volunteers.

**CHAIRPERSON MILLER-ANDERSON:** What do you mean?

**COUNCILPERSON PARDO:** There's no -- you put your box up.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**COUNCILPERSON PARDO:** And you put a couple of books in it and you send out an e-mail to your community and say, I have this free, you know -- grab a book and, you know, insert a book.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** And -- and people, you know, they participate in it. There's no upkeep. I use very good lumber and those boxes are going to last a good 10 years and they're hurricane proof and, you know, the whole bit.

**CHAIRPERSON MILLER-ANDERSON:** Right. Well -- well --

**CHAIR PRO TEM DAVIS JOHNSON:** So the public benefits -- the public benefits

--

**CHAIRPERSON MILLER-ANDERSON:** Huh?

**CHAIR PRO TEM DAVIS JOHNSON:** -- dollars were used to --

**COUNCILPERSON PARDO:** I used Community Benefits.

**CHAIR PRO TEM DAVIS JOHNSON:** -- Community Benefits to construct?

**COUNCILPERSON PARDO:** Just for -- to construct them.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**COUNCILPERSON PARDO:** To construct them and then Public Works inserted them and they are in there really well.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**COUNCILPERSON PARDO:** Right. We went through a major storm.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh. How long have they been up? How long they been --

**COUNCILPERSON PARDO:** My first one went up almost two years ago.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**COUNCILPERSON PARDO:** So I have two others and, um, we're in the process, once the lift station is done on Park Avenue I'm in -- I'm going to put one there along with a bench. And that's right on the intercoastal. It'll be great. But also --

**CHAIRPERSON MILLER-ANDERSON:** Well, do --

**COUNCILPERSON PARDO:** -- throughout --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** Oh, all right. So over by one of the elementary schools --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** -- there's a box. There's some -- there's an organization in Palm Beach County, and I don't recall their name.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**COUNCILPERSON PARDO:** But they put boxes around the city. Now, they didn't use the little boxes like I have. They used the old newspaper boxes.

**CHAIRPERSON MILLER-ANDERSON:** Right. Right. Right. Yeah, that was -- when I met with the lady she heads the one down in Lake Worth and, um, she -- she signed up -- I guess they're -- you register with the Little Free Library organization but you don't have to.

**COUNCILPERSON PARDO:** Yeah. It just puts you on their --

**CHAIRPERSON MILLER-ANDERSON:** But in order to utilize the name you do. And so she's associated with them. And so based on the conversation that I had with her, she's like the -- the coordinator of it. And so she just makes sure that -- she makes sure that she contacts the volunteers who are basically your -- your community people. Someone -- maybe retired teacher, someone in the neighborhood who wants to monitor it and make sure the books are kept in there. You know, if you have a book, if you get low and people are not returning the books, then you'll be able to get the stock income and refill it. So I think that is the only thing she really was saying that would need to be monitored. But it -- there's a -- there is no maintenance or upkeep of it. And she did suggest, um, maybe contacting The Palm Beach Post and utilizing some of their old -- if they still had their old newspaper racks that they had. And we could use that. But the district supplies them with a great amount of books. So I think the only amount that we would be looking at is constructing it. And if utilizing the Community Benefits isn't the way that we want to go or it's not feasible, then maybe -- and since we're talking about the mobile -- mobile unit not really circulating with books, then that would be an area in which we could probably look to do and it may be even cheaper to do that. So the money that we're talking about saving, possibly, by not getting that unit -- the whole big bus rehabbed, how much do you think we would be able to save if we go with the two smaller vans? You said the two smaller vans and possibly just the Wi-Fi?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. And -- and the -- um, it's also going to depend on what we can sell the current bus for.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And -

- and use those funds. I mean, I guess we'd have to go back and try to figure out again what size we would want and, you know -- but you know, I mean, we can certainly take a look at it, you know?

**CHAIRPERSON MILLER-ANDERSON:** So can we --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** 'Cause the other -- the other thought we had, too, was, again, making that van available and doing something at the beach and, you know --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- you know, and actually using it more than -- than hauling the big bus around.

**CHAIRPERSON MILLER-ANDERSON:** So then maybe we can, um, try to look and see what would be the cost associated with trying to, um, construct these boxes and, you know --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Place them around.

**CHAIRPERSON MILLER-ANDERSON:** -- a little bit of money put away to -- for books that we may have to purchase, but I don't think we'll have to purchase a lot.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** 'Cause we can get them donated. And then that way we can kind of keep it separated so that it's earmarked just for that. And I'm thinking that if we could put it, you know, near a school, um, or near a park or somewhere around in those areas that are frequented more often, and then that way it'll be utilized.

**CITY MANAGER EVANS:** We -- we can work with the Development Services Department.

**CHAIRPERSON MILLER-ANDERSON:** His microphone is out. Yeah. So --

**CITY MANAGER EVANS:** We -- we can work with the Development Services Department and kind of pinpoint some areas and then bring that to the council when we look at what the cost would be, the number of books that we'd like to start off, the cost for the vendor to -- to actually build the box, and then we can go out and see all that. So we can have all that put together and then work it within our system to acquire those books from the school board, etc. So we -- we can definitely put something -- some plan together for that.

**CHAIRPERSON MILLER-ANDERSON:** So you'll be able to bring it before we -- next week when we'd be able to -- so that we have a -- kind of blocked off for that?

**CITY MANAGER EVANS:** We -- we should -- yeah, we should be able to -- to

pinpoint locations and then, you know, get the costs associated with the construction of the boxes and -- and move forward with that.

**CHAIRPERSON MILLER-ANDERSON:** And I'll contact the lady again and --

**CITY MANAGER EVANS:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** -- and -- and see about if she has any information to go along with it. All right. Anything else for the Library?

**CITY MANAGER EVANS:** That concludes the -- the comments for Library and the only other items that we have remaining is the Capital Improvements Plan. But that is something that we can bring back to the council for further discussion at the meeting on the 6<sup>th</sup> if the council wishes to do that. We could address the concerns of the council articulated this evening and then get into the capital projects. And that can be done on the 6<sup>th</sup> at -- whatever the pleasure of the council is, or we can continue going through the capital projects.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. Yeah. It's 9:55.

**COUNCILPERSON PARDO:** I would --

**CHAIRPERSON MILLER-ANDERSON:** Do we have to extend it?

**COUNCILPERSON HUBBARD:** Yes, we do.

**CHAIRPERSON MILLER-ANDERSON:** It is a workshop, yeah.

**CITY MANAGER EVANS:** Yeah. Yeah.

**COUNCILPERSON PARDO:** It's a workshop. So how long do you anticipate the capital to go?

**CITY MANAGER EVANS:** We've -- it's -- it's --

**COUNCILPERSON PARDO:** Right. But we went through it several times already, right?

**CITY MANAGER EVANS:** Yeah.

**COUNCILPERSON PARDO:** Nothing has changed? One, two and three?

**CITY MANAGER EVANS:** Yeah. And we've add -- since then we've also added photos of the -- the capital -- the -- the item that is we would be acquiring or the areas that we would be fixing and the items that we would be fixing. So it -- it's pretty -- pretty robust. I did have a conversation today with, um, Mr. Pittman and -- and he is going to actually pull a copy of our budget document. And he says the way it is formulated now with the severity of the projects, as well as the photos, that also helps with being able to advocate for some opportunities in Tallahassee. So he's going to take a look at that and then identify where there may be some opportunities for some appropriations as session gets ready to start in -- in January and committee meetings start here in second week in

September, if I'm not mistaken.

**COUNCILPERSON PARDO:** Right. And today the, um -- the forms came out, the appropriations forms.

**CITY MANAGER EVANS:** Uh-huh.

**COUNCILPERSON PARDO:** So if we're looking to do something, we need to get those forms in.

**CITY MANAGER EVANS:** Yeah.

**COUNCILPERSON PARDO:** I'm sure he shared that -- he probably gave you the forms.

**CITY MANAGER EVANS:** No. He hasn't given me the forms yet.

**COUNCILPERSON PARDO:** So I will --

**CITY MANAGER EVANS:** We met -- met today but, yeah.

**COUNCILPERSON PARDO:** -- I will forward you the forms. I got the forms.

**CITY MANAGER EVANS:** Please do. Thank you. But, yeah, we can -- we can put up the capital list real quick and if there's any questions we can -- we can address that accordingly.

**CHAIRPERSON MILLER-ANDERSON:** I have a question, um, not pertaining to capital. Let's see if -- did we -- did I miss it? With the stipend for the -- the Utility District, it -- where is that on here? 'Cause I -- I know before -- last time I had to make sure it was not included.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** We, uh -- the stipend for the Utilities is in the Utility budget that we presented back on the 21<sup>st</sup>.

**CHAIRPERSON MILLER-ANDERSON:** I didn't approve it. Did I check -- I --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It would be included within --

**CITY MANAGER EVANS:** Page 265.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Oh, good job, Karen. Right. And it's -- it's under Administration but it's listed under Regular Salaries and Wages 'cause that's --

**CHAIRPERSON MILLER-ANDERSON:** Right. So --

**CHAIR PRO TEM DAVIS JOHNSON:** 256?

**CITY MANAGER EVANS:** It's 265.



**CHAIRPERSON MILLER-ANDERSON:** -- is it -- it's not broken down by --

**CITY MANAGER EVANS:** It's 265.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah, page 265 is the individual line item budget for the Utility Admin.

**CHAIRPERSON MILLER-ANDERSON:** Where? Where is it?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And again, it doesn't show as stipends. It's included under the Regular Salaries and Wages.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh, it's (unintelligible) salaries.

**CHAIRPERSON MILLER-ANDERSON:** So I'm lost. What are you saying? Where's the stipend at? It's not on here or it's a separate line --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it -- it's included in that \$885,000.

**CHAIRPERSON MILLER-ANDERSON:** Okay. So we don't have a breakdown? 'Cause I know I'm used to seeing a breakdown. Is it -- is -- is mine in there or not?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** No. Your -- yours is not in there.

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Your --

**CHAIRPERSON MILLER-ANDERSON:** 'Cause I -- I know before I saw it broken down by --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. Right.

**CHAIRPERSON MILLER-ANDERSON:** -- by the districts.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right. In last year's format, right, we had it broken down.

**CHAIRPERSON MILLER-ANDERSON:** Right. Okay. But we're just doing it all lumped together?

**CITY MANAGER EVANS:** Yeah.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Correct.

**CHAIRPERSON MILLER-ANDERSON:** Okay. All right. That's all I had.

**CITY MANAGER EVANS:** Wanna pull up the Capital?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah, just pull up that one sheet.

**CITY MANAGER EVANS:** Yeah.

**ASSISTANT FINANCE DIRECTOR HOSKINS:** (Unintelligible).

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It's -- it's on that --

**CITY MANAGER EVANS:** The budget doc.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- yeah, it's on the PDF file.

**CITY MANAGER EVANS:** It's that PDF file.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It's page 143.

**CHAIR PRO TEM DAVIS JOHNSON:** We're going to 143?

**CITY MANAGER EVANS:** Yeah. Which is in the PowerPoint.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Budget doc.

**CHAIR PRO TEM DAVIS JOHNSON:** Mr. -- Mr. Evans, um, while -- while -- while he's doing that, perhaps we can discuss the -- the legislative budget because we didn't deal with Professional Development because our budgets remain -- remain flat and don't necessarily include sufficient dollars, I believe, for Professional Development, because we're having to go through the fiscal year and midway we're probably out of money because the allotment has been so small. So I wanted to know if there was some thought or consideration when looking at the overall legislative budget to include that, because we have staff that needs professional development and -- and -- and training as well as - - excuse

me -- as well as board members. So is that something that you guys can take a look at?

**CHAIRPERSON MILLER-ANDERSON:** When you say the training are you including conferences or just, like, specific trainings that we have to pay for.

**CHAIR PRO TEM DAVIS JOHNSON:** Well, I'm talking -- I'm talking about conferences. I'm talking about specific trainings, for instance. In response to some of the things that we wanted to do in the District 3 office, Miss Reid -- I sent Miss Reid to a grant-writing training.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** So that we could familiarize ourself with the process, understanding that we have someone that's doing it. But there are smaller things that she can -- she can approach for us on behalf of the constituents. So I'm just thinking in terms of that and -- and how we look at how we appropriate dollars for our communications line items, because those seem to -- we -- we don't seem to know -- are you in Legislative?

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**COUNCILPERSON HUBBARD:** What page?

**CHAIRPERSON MILLER-ANDERSON:** Um, 217 for me.

**CHAIR PRO TEM DAVIS JOHNSON:** So, you know, sometime the way that the dollars are allocated it doesn't necessarily carry us through to --

**CHAIRPERSON MILLER-ANDERSON:** Seven -- 17, 18.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh, okay. I'm 18. But we are all the same pretty much for --

**CHAIRPERSON MILLER-ANDERSON:** Yeah. Uh-huh.

**CITY MANAGER EVANS:** We can look at the, um -- the organizational-wide training 'cause we have, in some cases, lumps in human resources that we are going to be offering training for all the employees and certainly encouraging the legislative aides to participate in that. But also, we can look to increase that number in the -- in each of the council member's specific budgets to -- to be able to accommodate what the professional development needs or the needs for travel and training. I believe, if I'm not mistaken, the -- the monies that is appropriated for employee development is -- is \$1,000.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**CITY MANAGER EVANS:** So we can look to -- to increase that to this account. So I think it's \$5,000 or \$3,000 or --

**CHAIRPERSON MILLER-ANDERSON:** Where did that extra thousand come from for promotional?

**CITY MANAGER EVANS:** In the legislative budget?

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CITY MANAGER EVANS:** That -- that's one of the things that we've been monitoring and have seen that there is use for promotional monies in some of the -- in the elected officials' budgets. So we decided to put the additional monies in there because we saw that that account was -- we were transferring from one account to another account to make that account whole. So we added additional monies into the promotional line item. But if it -- is it the pleasure of the council to, you know, maybe --

**CHAIRPERSON MILLER-ANDERSON:** I have a question. Now, when we

reconciled our credit card statements, everything typically falls up under travel, even the conference fees and all of that. That would not go up under employee development? Or why is there no breakdown?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** When you get ready to do the reconciliation?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well, when you do the reconciliation, you're choosing which account you want it to hit. So if you want to split it and put your hotel and mileage or whatever to the travel line and then put the conference fee down under the employee development, you -- you could do that.

**CITY MANAGER EVANS:** You can do that, yeah.

**CHAIRPERSON MILLER-ANDERSON:** It's a drop-down for that somewhere?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** I never seen it. Well, I never -- I probably didn't -- I wasn't trained to see it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You didn't look for it.

**CHAIRPERSON MILLER-ANDERSON:** I was trained to do one thing and it was to click on that 4,100 or --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It was travel.

**CHAIRPERSON MILLER-ANDERSON:** Exactly. Okay. So I -- I can drop it down and put it in there and not use it for the travel --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIRPERSON MILLER-ANDERSON:** -- not take it from Travel?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIRPERSON MILLER-ANDERSON:** Or does it come from Travel but --

**CITY MANAGER EVANS:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** It's still coming from Travel, though, right?

**CITY MANAGER EVANS:** Well, you -- you can break it up. You can break it up in, you know, Training and Travel and -- and Employee Development. So you have, you know, based on the, um -- how the accounts are, the -- the chart of accounts, you can

break it up here, 'cause you have Employee Development. So let's say you went to a session and you wanted to charge your conference cost to that account, you can do that. And then your actual mileage or any other ancillary things you can -- you can put that on your Travel account. So you can bifurcate the -- the total cost.

**CHAIRPERSON MILLER-ANDERSON:** I don't -- I'm only seeing 4,100 for General Fund and Travel. I've never seen an Employee Development number there. Miss Hoskins?

**COUNCILPERSON PARDO:** You can also do account transfers.

**CHAIRPERSON MILLER-ANDERSON:** Well, yeah, if I run out of -- you're talking about if I run out of money in one section?

**COUNCILPERSON PARDO:** Absolutely. Yes.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. Yeah. I know.

**COUNCILPERSON PARDO:** You can take from Promotional and --

**CHAIRPERSON MILLER-ANDERSON:** Yeah. Yeah. I know.

**CHAIR PRO TEM DAVIS JOHNSON:** Um, I just have -- I also, Madam Chair, have a question. I'm looking at all of the -- I -- I thought that typically the regular salaries and wages is universal across the board. But I noticed in the fiscal year 2018 for the proposed in District 2 there's a slight --

**CHAIRPERSON MILLER-ANDERSON:** That's the chairperson.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** That's the chair.

**CHAIRPERSON MILLER-ANDERSON:** Money. You get a couple dollars extra.

**CHAIR PRO TEM DAVIS JOHNSON:** Thank you for explaining.

**CHAIRPERSON MILLER-ANDERSON:** Just a couple. Trust me. It -- it's -- it's only a couple.

**CITY MANAGER EVANS:** It's the chair and the mayor.

**CHAIR PRO TEM DAVIS JOHNSON:** The chair and the mayor. That's right. Okay. That explains that.

**CHAIRPERSON MILLER-ANDERSON:** But I'm sure that's just probably prorated anyway, right?

**CHAIR PRO TEM DAVIS JOHNSON:** No, that's -- that's what it is.

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** It's like \$1,200.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. That's what it was, yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay. All right. Thank you.

**CHAIRPERSON MILLER-ANDERSON:** But it's actually way less.

**COUNCILPERSON HUBBARD:** 500.

**CHAIRPERSON MILLER-ANDERSON:** Well, 12 (unintelligible) less.

**CITY MANAGER EVANS:** What -- what is the -- what is the pleasure of the council with respect to Employee Development? Currently it's \$1,000. Where do you feel that it should --

**COUNCILPERSON HUBBARD:** 2,500.

**CHAIR PRO TEM DAVIS JOHNSON:** Well, in light of the fact that you said you have these dollars that are in the HR budget that can be expended for that, if there is a significant dollar value there then we could pull from that fund for training if that is an allowable action.

**CITY MANAGER EVANS:** We -- we would prefer for the council to say that you would like, for instance, 2,500, so we can put it in there so Mr. Davis can, when he plans out for training and all those other things, he can make sure that he tracks that appropriately, because there is some monies in there. So we just wanted to see if the council wanted \$3,000, we can put, you know, an additional \$2,000 in each of your respective accounts for employee development.

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**CITY MANAGER EVANS:** To be able to accommodate, you know -- not that you have to spend it or --

**CHAIRPERSON MILLER-ANDERSON:** I'm not in favor of it right now just because I -- I just have not -- I'm talking about me. District 2. I just haven't utilized it to that level. Um, and you know, we've got an extra thousand in the Promotional so if we need it to -- I mean, I don't -- I'm just speaking for me. I don't -- I can't speak for the rest of you.

**CITY MANAGER EVANS:** Well, we can -- we can certainly -- I think anything that, you know -- even Florida League of Cities, anything that you're -- you're going to do even in the state is going to cost you \$800 just to start off with. So we can bump it up to 2,000 and then if there is, you know, additional needs then we'll -- we'll track that specifically, that account, and then as we come -- we'll reconcile and make sure that we can provide you an actual number in fiscal year 2019. This is the actual cost that was expended for those types of -- those types of items. But at -- at minimum I think if -- if you go to two conferences, you'll easily expend that -- the -- that money, that \$2,000 very easily. And especially if there's anything, you know --

**CHAIR PRO TEM DAVIS JOHNSON:** You might as well leave it (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** Yeah, but we travel nationally, 'cause it is on behalf of the CRA, too, sometimes.

**CITY MANAGER EVANS:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** So --

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah. Well --

**COUNCILPERSON HUBBARD:** (Unintelligible) conferences (unintelligible).

**CITY MANAGER EVANS:** We can -- we can easily take it up to \$2,000 if it's the pleasure of the council.

**CHAIRPERSON MILLER-ANDERSON:** I don't know what y'all (unintelligible).

**COUNCILPERSON HUBBARD:** I -- I just -- I'm for taking it up because like he said, we don't have to use it if we don't use it, but surely if you go to two conferences it's done.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CHAIR PRO TEM DAVIS JOHNSON:** Do we have -- do we have any trends from past usage, Mr. Sherman?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah. If -- if you look on -- on those accounts or on those pages, the, uh -- starts on --

**CHAIRPERSON MILLER-ANDERSON:** The actuals?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- 216, 217. You have two years of actuals on there.

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah. I -- I was looking for --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** So -- but again, it --

**CHAIR PRO TEM DAVIS JOHNSON:** -- I was looking for a little more back history just to kind of know what --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Oh.

**CHAIR PRO TEM DAVIS JOHNSON:** -- what can counterparts did.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** We can -- we can certainly get it.

**CITY MANAGER EVANS:** Yeah, we can get that.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** But - - but I will tell you it -- it -- it -- it's not consistent between district or -- or councilperson.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** It -- it varies. Some put a lot more in promotion and do less travel and, you know --

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh. Okay. Is there anything else that we needed? Oh, no, they didn't do anything (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** Huh?

**CHAIR PRO TEM DAVIS JOHNSON:** (Unintelligible).

**CITY MANAGER EVANS:** We want to jump it up to 2,000 and then --

**CHAIRPERSON MILLER-ANDERSON:** I had a --

**CITY MANAGER EVANS:** -- (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** -- question. It just has --

**CHAIR PRO TEM DAVIS JOHNSON:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** -- we -- lately we've been getting copies of the cell phone bills or something. I was just curious as to why all of a sudden now we've been getting copies of everybody's cell phone numbers and --

**CITY MANAGER EVANS:** We can -- we --

**CHAIRPERSON MILLER-ANDERSON:** -- had -- do you all get that? Do you get a copy?

**COUNCILPERSON PARDO:** I haven't gotten that.

**CHAIRPERSON MILLER-ANDERSON:** It just started coming, though, like the past two or three months?

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You are? You are?

**CHAIRPERSON MILLER-ANDERSON:** Yeah. Yeah.

**COUNCILPERSON PARDO:** I'd like to see it. I haven't been getting it.

**CHAIRPERSON MILLER-ANDERSON:** And I'm -- I didn't understand why. I'm not --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** I -- I -  
- I don't, either.

**CITY MANAGER EVANS:** We could -- we -- yeah. I -- I don't know, either. We can -- we can --



**CHAIRPERSON MILLER-ANDERSON:** I wasn't sure what I was supposed to be doing with it.

**CITY MANAGER EVANS:** -- have IT follow up.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Well -- well, we'll check with who delivers the mail down the other end of the table here.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. It's a, uh -- a photocopy of -- of a --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Yeah.

**CHAIRPERSON MILLER-ANDERSON:** Right. I think it was the first page maybe with all of -- every --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CHAIRPERSON MILLER-ANDERSON:** -- the legislative assistant and legislative --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** And yours.

**CHAIRPERSON MILLER-ANDERSON:** -- and council. It's time to eat. With all of our phone numbers and our I -- iPads and all of that and --

**COUNCILPERSON PARDO:** I'd like to see mine.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** You want to see yours?

**CHAIRPERSON MILLER-ANDERSON:** -- the amounts. And I just didn't understand --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay.

**COUNCILPERSON PARDO:** Yeah. I like seeing it. I'm not (unintelligible).

**CHAIRPERSON MILLER-ANDERSON:** -- and -- and the -- the prices, you know, how --

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Right.

**CITY MANAGER EVANS:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** -- I didn't understand what I was supposed to be doing with it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Do

you -- do you want to continue to see it or --

**CHAIRPERSON MILLER-ANDERSON:** Not if I don't have to pay it, no.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** -- no?  
Okay. Okay.

**CHAIRPERSON MILLER-ANDERSON:** I just didn't know why I was getting it.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** Okay.

**CITY MANAGER EVANS:** All right.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** We'll

--

**COUNCILPERSON PARDO:** I'm just curious.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:** --  
we'll get you yours.

**CITY MANAGER EVANS:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**CITY MANAGER EVANS:** Um, we have -- we've put up the -- the capital project list. We've broken those up by department and also in the budget document we also have it on the severity and how we have categorized it based on high. Where's our categories? Severe, high and low.

**DIRECTOR OF FINANCIAL SERVICES & ADMINISTRATION SHERMAN:**  
Severe, high and low.

**CHAIRPERSON MILLER-ANDERSON:** I -- speak -- okay. So I want to see about the body cams. I know we have it up there as very important and I know the Chief -- I wanted to have the Chief to just come up and -- and give his true, um, opinion on the necessity of the body cams. I know I was at an event where Mr. -- where Chief was a guest speaker and -- and if I didn't -- I didn't think the Chief sounded like he was really in favor of this. So I would like to know your true and honest opinion of it. Is it a waste of money or what do you think, if you've never been asked that?

**POLICE CHIEF WILLIAMS:** Can I defer to you, Mr. Manager? I --

**CITY MANAGER EVANS:** I -- I defer to the distinguished gentleman from the law enforcement agency to my left.

**CHAIRPERSON MILLER-ANDERSON:** Somebody's going to answer it. Chief, you can answer it.

**POLICE CHIEF WILLIAMS:** I -- certainly. Um, you know, body cameras have become part of a -- a solution or strategy for improving police community relations, or at

least in many persons' minds. As law enforcement professionals, what we like to do is look at and create solutions around the problems that we are experiencing.

And what I shared at the forum was that, you know, our community historically had not suffered from some of the kinds of issues that have generated the cry for body camera and body camera deployments. Not only are those -- is that solution costly, perhaps if we look at what conditions are truly plaguing our particular communities as we assess spending dollars on these various strategies to improve police community relations, that there may be other considerations for the expenditure of -- of those dollars. So the council has said that body cameras -- and from a policy standpoint is what they want to see. As -- as your police chief, I'm bound to follow that and implement that and take steps to do that.

**CHAIRPERSON MILLER-ANDERSON:** But as the chief do --

**POLICE CHIEF WILLIAMS:** Have -- have --

**CHAIRPERSON MILLER-ANDERSON:** I mean, you're in it day to day, as well as your officers. Um, what -- what -- what's the perspective of the officers? I mean, do they share the same opinion that, you know, this really probably isn't warranted? Or are they -- think they it would be beneficial or no?

**POLICE CHIEF WILLIAMS:** -- well, yeah. And I'm -- I -- I was saying all that to kind of set the table --

**CHAIRPERSON MILLER-ANDERSON:** Oh, I'm sorry.

**POLICE CHIEF WILLIAMS:** -- for, um -- for the discussion. And I would have loved to have had the opportunity to have this discussion -- type of discussion prior to that.

**CHAIRPERSON MILLER-ANDERSON:** Me, too.

**POLICE CHIEF WILLIAMS:** So our officers and -- and how they -- how they feel, um, you know, I don't know individually --

**CHAIRPERSON MILLER-ANDERSON:** Sure.

**POLICE CHIEF WILLIAMS:** -- of course, how officers feel. I do know that the -- there is a sentiment that body cameras may not be the solution for issues that we're experiencing in Riviera Beach. And the officers, of course, will implement it. They've already -- they've already been introduced to it because long before there was the cry for body cameras in our county and before our sister cities to the north and to the south implemented their body cam programs, we had already experimented for over a year with -- with body cams.

And the purpose of the pilot program that lasted for about a year in our city was to see if the body cameras had an -- had an appreciable effect on officer combative encounters, whether or not assaults on police officers, whether or not uses of force, what those numbers decreased over a year. The results were very positive. We had fewer

officer injuries and we had fewer citizen complaints. So the -- the -- the cameras, when you're looking at them from that perspective, did have an effect in -- in terms of those.

But when I've looked at our numbers following that, they're essentially the same. So I don't know, you know, whether that was the camera or the result of some of the training that our officers had been involved in. Over that period -- same period of time we introduced Bias-Based Police Training and most of our officers were involved in that including supervisory staff. So there were any number of combinations. So for me --

**CHAIRPERSON MILLER-ANDERSON:** So you can't really see a significant --

**POLICE CHIEF WILLIAMS:** -- for me as a -- for me -- for me --

**CHAIRPERSON MILLER-ANDERSON:** -- just --

**POLICE CHIEF WILLIAMS:** -- I would, uh -- in terms of how I would diagnose my particular patient, and if I'm the doctor and I'm responsible for -- for providing these law enforcement services to a community and my assessment and my examination would say that this particular instrument, this particular medicine will not be the medicine that I would prescribe for our community and that those dollars could be spent --

**CHAIRPERSON MILLER-ANDERSON:** Spent on education?

**POLICE CHIEF WILLIAMS:** -- spent on education. So that's what I -- that's what I shared with the notion -- and knowing full well that body cameras have become the buzz word. I mean, heck, the President's 21<sup>st</sup> Century initiative touted body cameras as a possible solution to improving police community relations. What I caution and -- and when I have an opportunity to talk with my -- with my colleagues in professional settings, I caution about not speaking up and allowing communities to grab ahold to these quick fixes to police community relations when we know and what I have said in the past is that I've never known a camera to improve a relationship.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**POLICE CHIEF WILLIAMS:** And what's unique here in Riviera Beach is that we haven't experienced any of those. Now, are -- are we void of customer service complaints? No, we're not. As a matter of fact, during this same period I did this -- this study, this analysis. We had over 225 calls for service. 225,000 calls for service where our young men and women interacted with our community. Out of that 2,000 plus citizen contacts we had 15 citizens' complaints. Those are the less serious complaints. I didn't like the way the officer tilted his head. The officer spoke harshly to me. I didn't like their attitude. Well, when we get those complaints we -- we -- we investigate them. And we try to right that customer service issue.

**CHAIRPERSON MILLER-ANDERSON:** But would the camera have assisted with that?

**POLICE CHIEF WILLIAMS:** Those are -- those are --

**CHAIRPERSON MILLER-ANDERSON:** If the camera was -- if they had a camera

do you think that would alleviate some of that?

**POLICE CHIEF WILLIAMS:** Well --

**CHAIRPERSON MILLER-ANDERSON:** Provided they cut the camera on, obviously.

**CITY MANAGER EVANS:** Right.

**POLICE CHIEF WILLIAMS:** Well, if the camera's on it's -- our -- our pilot indicated that the --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** -- presence of the camera did have an effect.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** But the same effect that we felt during the pilot period, we continued to feel,

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** And I'm attributing that to the additional training and the ongoing training that our officers have experienced.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**POLICE CHIEF WILLIAMS:** And along that complaint line, again, those calls for service and then another 15 were the more serious calls, police brutality, those kinds of things. So out of those 15 -- those 30 calls -- I mean, complaints, when I do the math against the possible encounters, we got it right 99.98 percent of the time, is what I like to say. But you know, our goal, of course, is to get it right 100 percent of the time.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh. Uh-huh.

**POLICE CHIEF WILLIAMS:** If we can possibly do that humanly.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**CITY MANAGER EVANS:** Madam Chair, if I may, to --

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CITY MANAGER EVANS:** -- to dovetail on the Chief's comments, um, in my previous experience in -- in other counties, the State Attorney has also said to law enforcement agencies that they are necessarily not too enthusiastic about law enforcement agencies going to body cameras for a couple of reasons. One, the retention requirements. Two, that what happens when that camera does not work, and three, that now the onus and the responsibility is now put back on local law enforcement agencies to provide the State Attorney's Office with the short snippet of 10 seconds of when the

interaction occurred. So our staff would, in essence, have to blur out the -- the faces of those folks.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**CITY MANAGER EVANS:** And you'll see that the cost that's incur -- the cost that's in the budget is the capital cost for acquisition, but it doesn't talk about the one and a half additional personnel that you're going to have to add to -- to be able to administer this program.

And plus when you have a situation where currently our vehicles in the police department, we're hot-seating them so we have officers that are coming on shift, grabbing a vehicle and running the same vehicle for a 24-hour period. And it's providing a substantial amount of wear and tear on our -- on our fleet.

In addition to there is some other things that with the -- the state of our police facilities, that in the event that we wanted to look to make a sizable investment in our law enforcement agency, we can look at other opportunities to reappropriate those monies. And we all know that the telephones that we have today, in about a year, we'll have a new telephone. This technology is changing so quickly and so rapidly that you're going to spend almost a million dollars in a five-year period to where then in the next two or three years you're going to have to go ahead and -- and make sure that you keep up with that type of technology.

Plus the storage capacity on the IT side. So if there is something that we wanted to proceed forward with doing this, I would recommend you look to maybe outfit your patrol unit or something but not 106 officers, because there is substantial costs associated with this, and there is some other items that I think are major priorities for our law enforcement agency as we move forward. Chief, I don't know if you had anything else to add to that?

**COUNCILPERSON PARDO:** Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**COUNCILPERSON PARDO:** Okay. So didn't we receive a grant from the feds? Have we utilized any of that?

**CHAIRPERSON MILLER-ANDERSON:** Pull your mike down, Miss Pardo.

**COUNCILPERSON PARDO:** Have we utilized any of the money that we received from DOJ?

**POLICE CHIEF WILLIAMS:** What --

**COUNCILPERSON PARDO:** For body cams.

**POLICE CHIEF WILLIAMS:** -- uh, no, we haven't expended from the money. We've received the grant.

**COUNCILPERSON PARDO:** Right.

**POLICE CHIEF WILLIAMS:** The grant has been applied to the -- to the initial purchase cost of the cameras. And I think that's a couple hundred thousand.

**COUNCILPERSON PARDO:** 200 and change.

**CITY MANAGER EVANS:** Yeah.

**POLICE CHIEF WILLIAMS:** To start. And that's spread out over a five-year period and plus --

**COUNCILPERSON PARDO:** Okay. So do we already have the cameras or did we order them? What's --

**POLICE CHIEF WILLIAMS:** No. We're -- we have -- we're at -- we've 90 percent completed the procurement process.

**COUNCILPERSON PARDO:** Okay.

**POLICE CHIEF WILLIAMS:** For identifying a vendor. We had a very good selection process for identifying the vendors that Procurement spearheaded. But we have not purchased --

**COUNCILPERSON PARDO:** All right. So I know that the grant wasn't enough to outfit all of the police officers. Um, do you recall how many officers would be able to get a camera?

**POLICE CHIEF WILLIAMS:** No. Our current plan was to outfit all the police -- was to purchase enough --

**COUNCILPERSON PARDO:** Right. But we were adding to it. Right.

**POLICE CHIEF WILLIAMS:** Oh.

**COUNCILPERSON PARDO:** We were taking City funds. I'm talking about --

**POLICE CHIEF WILLIAMS:** Yes. You're absolutely right.

**COUNCILPERSON PARDO:** -- just that grant money.

**POLICE CHIEF WILLIAMS:** No. The grant would not have.

**COUNCILPERSON PARDO:** So maybe we should -- maybe we should consider, um, you know, moving forward with the cameras from the grant money and then, you know, doing a trial basis and, you know, seeing what happens. Can we do that? Or let me just think. So we would still have to have all of the other technology in place to utilize the cameras, correct?

**POLICE CHIEF WILLIAMS:** Yes. We -- we'd have to have the backbone infrastructure to use it.

**COUNCILPERSON PARDO:** Right.

**POLICE CHIEF WILLIAMS:** Which primarily is, uh, the one person to administer it, because of the issues that the manager had pointed out. We've within fortunate here in Palm Beach County that our state attorney, although they're not enthused about it because of the administrative issues surrounding it and the -- the burdensome aspects of it for them -- if you can imagine. They're going to be getting body camera evidence from --

**COUNCILPERSON PARDO:** Right.

**POLICE CHIEF WILLIAMS:** -- 10 plus agencies and different vendors. So they have to figure a way to manage that. And they've already imposed some requirements on local law enforcement that has made it imperative that we have a body to administer, because they've said --

**COUNCILPERSON PARDO:** Yeah.

**POLICE CHIEF WILLIAMS:** -- they will not redact -- don't turn over to them film that has not been reduced to its purest evidentiary value component.

**COUNCILPERSON PARDO:** Right. Yeah. We're in a tough spot because, you know, the -- the public -- there was a big outcry and the public wants body cams. Right? So West Palm Beach has moved forward, other cities have moved forward.

**POLICE CHIEF WILLIAMS:** Yes.

**COUNCILPERSON PARDO:** -- with it. Yeah. We're in a quandary.

**CHAIRPERSON MILLER-ANDERSON:** And the reason I brought it up, it's because I -- you know, when we were at that forum I -- I was in the audience. And I was, you know -- I was just a little surprised that I had not heard, you know, the -- the other side that had been communicated during the forum. And it did not -- you know, it didn't -- I didn't -- the way you communicated it, it was as if, you know -- well, you did say the one million dollars over the five years should be put into the education, 'cause it was an educational forum. And you know, I know as a city we've been really trying to make education a priority. And, um, but then to hear that we're basically wasting a million dollars and we could be pouring that money into our -- educate our schools and our city, I just kind of -- it kind of -- and I was a little -- I was a little taken aback by it because I -- I felt like, you know, we've had these conversations about the cameras. I -- I'd never really heard a downside to it as we were discussing the budget. And then, you know, to hear it out there, it was just, you know -- it would have been nice had we heard this, you know, initially. And, um -- and hearing the different pros and cons to it now, I don't know -- I wasn't a part of the -- the main conversation when it started up. And -- and I know you did say that you weren't consulted on it. So I, you know -- I was just -- you know, I thought that groundwork stuff had taken place prior to it coming here and I just assumed, I guess, that you were in favor of it. I -- you know, as Miss Pardo just said, we've -- the communities have asked for it. We've been moving forward with it. I don't see changing it. I mean, at least going ahead and getting started with it and obviously we're going to



have to think about the costs associated with it, and also now with the police department having some issues, I mean, that's a whole 'nother -- with the building, that's a whole 'nother thing to think about, which we didn't have to worry about -- or at least I didn't think we had -- there was a worry, 'cause I wasn't aware of it being that bad. But, um, you know, I mean, we just have to really think about it now because we have -- things have kind of changed since we initially discussed it.

**CITY MANAGER EVANS:** And what we can do, Madam Chair, if I may -- one of the things we can do is look at the grant and the allocation and see what that looks for, because in some cases it may require you to keep that program up and operational for -

**CHAIRPERSON MILLER-ANDERSON:** Oh, a number of --

**CITY MANAGER EVANS:** -- X amount of years or what have you.

**CHAIRPERSON MILLER-ANDERSON:** -- time. Uh-huh.

**CITY MANAGER EVANS:** So we can take a look at that and provide an opportunity whether it's by virtue of an update at a council meeting on that -- because there is some other items when you look at, um, speaking -- and -- and I've actually had opportunities to go to read-off and -- and have conversations with the officers. And the Chief is absolutely correct, is that a majority of them don't see that money that can be utilized to address the vehicles or the -- the, you know -- putting money towards a new facility or -- or equipment and those other things. And so that has been articulated to me in meetings with employees. But we can look at the grant. We can say, Okay, is it that we outfit a portion of our law enforcement as opposed to, you know, 106? Maybe it's 50 or what have you. And then bring back kind of what a plan -- even though you'll still need that backbone infrastructure in place, but it -- it -- the burden probably won't be as -- as large for the organization. But we can -- we can bring that back.

**CHAIRPERSON MILLER-ANDERSON:** Now how -- why is it that each officer needs the camera? Because they're not all on duty at the same time. It -- are they assigned to them and why -- why do each one of them need it? They can't --

**POLICE CHIEF WILLIAMS:** Yeah. The cameras would be assigned to, uh --

**CHAIRPERSON MILLER-ANDERSON:** Okay.

**POLICE CHIEF WILLIAMS:** -- each individual police officers.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** As a matter of fact, I think our -- our -- what we've been able to procure at no cost is a second camera for --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** -- each officers with this particular -- the vendor

that's --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**POLICE CHIEF WILLIAMS:** -- been identified as the, uh -- as the top vendor for providing this product. They're actually going to provide two. Our officers work 12-hour shifts so it's important that we had a battery that last that long. If they had extended duty hours, that it -- that it would also cover that. So, um, the goal was to have everybody that carried a gun, that -- that had the ability to have a -- an encounter with a citizen , to -- to be equipped with the body cam.

**CHAIRPERSON MILLER-ANDERSON:** Okay. Anyone else?

**CHAIR PRO TEM DAVIS JOHNSON:** On, um -- Madam Chair?

**CHAIRPERSON MILLER-ANDERSON:** Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** What I don't -- okay. No, I do see it there. The Unsafe Building Program demo -- demolition. So as we look throughout the city for the number of abandoned homes that are derelict, they have, you know, caved-in roofs; they're, you know, pretty much a shell of something, do we have a plan in place just yet to identify the order in which these properties will be demoed?

**CITY MANAGER EVANS:** I have been -- I've been able to see and, um, the Acting Community Development Director can provide a little bit more insight. But I have seen a list whereby they have properties that they would like to move forward with demo-ing that are, of course, in a state of disrepair and derelict in nature. So there is a list out there circulating and -- and, uh, Mr. Gagnon can provide a little bit more insight on that.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yes, we do have an active list. There's been somewhat of a, I guess, lapse for lack of better word, in the program itself. We had a changeover of staff. But we do have an active list of priority properties. If we do run across a more immediate need then we have to ability to address that. Um, there is in the upcoming budget a somewhat considerable amount of money in order to move forward with demolition process on buildings. And I think that is really a -- an important component for getting to where we need to get to as far as restabilizing communities and specific neighborhoods.

**CHAIR PRO TEM DAVIS JOHNSON:** And I see that we have \$250,000. What's the average cost of --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yeah. It'll - it'll depend on the property. If it was a smaller single-family house it could be 15, 20. Some of the larger apartment buildings --

**CHAIR PRO TEM DAVIS JOHNSON:** 15,000?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yes. Yes.

**CHAIR PRO TEM DAVIS JOHNSON:** Oh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** The larger apartment buildings and also based on the age of the building, sometimes we have to get into certain abatement processes if there's asbestos or things of that nature. So it is a case-by-case basis.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** What's going on with the apartment complex on J Avenue with the, um -- I think it had the wooden railings on it at one point, then it was taken off but I think now it's back on?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I think that the property changed hands over the past six months or so.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** And the new property owner has, I guess, secured the property by putting up the fence and has attempted to board the windows.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I don't think it's satisfactory still. That was one of the properties that was on our highest priority list.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** And there was also grant funding from the County associated with demolition of that property.

**CHAIRPERSON MILLER-ANDERSON:** Right.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Um, when the --

**CHAIRPERSON MILLER-ANDERSON:** So how did it get off the list? Is it off the list or --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Well, it -- it's on the list. It's on the list. Now it's -- the question that has now come up as one of the qualifiers to be part of that County demolition program is either we have an order to demolish the building, which we do, but with the property changing hands we may now have to go through our own administrative process and restart that to ensure that the current active property owner is presented with the potential of demolition. And then they would have the opportunity to come before the special magistrate and --

**CHAIRPERSON MILLER-ANDERSON:** So where is it -- where is it on the list to come to the special -- or where are we with it now? Because it -- it looks horrible.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** That -- yeah. It's -- it really is our top priority property.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** And the demolition costs, which would be mostly covered by the County through that grant process and -- and previous approval --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- it's -- it really is our most important demolition.

**CHAIRPERSON MILLER-ANDERSON:** So it's just a matter of getting it on the calendar to get it done or not having the staff to get it done or what's the question?

**CHAIR PRO TEM DAVIS JOHNSON:** What -- I have a question --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Well,  
it's --

**CHAIR PRO TEM DAVIS JOHNSON:** -- on it.

**CHAIRPERSON MILLER-ANDERSON:** Go ahead.

**CHAIR PRO TEM DAVIS JOHNSON:** Um, it's more of a concern than it is a question, because if you've said that the property has changed hands, the one thing that I don't want us to do as a city is to demolish it for him for his future use. So we need to understand with it changing hands what's the intended use. Is he planning to resurrect something -- some type of structure there? Because if that is the case, then how do we legally place that responsibility on him as opposed to the taxpayer dollar?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Right. So if -- if the new property owner came in with, um, evidence of financial ability to rehabilitate the property, bring it up to current codes and standards, which would be a pretty large task -- if they were able to demonstrate that --

**CHAIR PRO TEM DAVIS JOHNSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- then the City would be able to -- to work with them. However, if we did move forward with any demolition process, we would put a lien on the property.

**CITY MANAGER EVANS:** Lien on the property.

**CHAIR PRO TEM DAVIS JOHNSON:** Okay.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yeah. It would be a permanent part of that -- that --

**CHAIR PRO TEM DAVIS JOHNSON:** I just want to make sure that our dollars are protected.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** I wouldn't want to do the work unnecessarily for this new owner.

**CHAIRPERSON MILLER-ANDERSON:** For -- yeah, yeah.

**CHAIR PRO TEM DAVIS JOHNSON:** -- coming in.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Right. I think that the last thing they would want to see happen is it demolished. So it's going to be a coordination effort now to -- through our legal -- our legal steps.

**CHAIRPERSON MILLER-ANDERSON:** So how much time do we give them, though, to figure out what he's going to do?

**CHAIR PRO TEM DAVIS JOHNSON:** Right. So how much time?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Um, it'll depend on the process itself as far as the -- the code enforce -- or the demolition, Unsafe Building process. So oftentimes you're allowed to ask for extensions. If the special magistrate is provided proof or evidence that they're making progress to renovate the property then --

**CHAIRPERSON MILLER-ANDERSON:** But I think it's unsafe over there. I'm sure --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I -- I agree.

**CHAIRPERSON MILLER-ANDERSON:** -- the -- I know the -- I know Major Lewis has gone over there and, I mean, run people off from over there. And it's dark over there. That -- that is not a good place to just --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** The other -  
- yeah.

**CHAIRPERSON MILLER-ANDERSON:** -- have their -- that's worse than what the trailer parks was like on Broadway.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** The other part is it's -- it's almost a -- a brother-and-sister property where there's -- at some point either the property was never platted into one large parcel or --

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- it was subdivided and now there's two individual buildings. But it really was one complex so it may be another --

**COUNCILPERSON PARDO:** Yeah. Is this -- is this the property behind -- is it a two-story property behind --

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**COUNCILPERSON PARDO:** -- Inlet Grove?

**CHAIRPERSON MILLER-ANDERSON:** That church. Yeah. Over that way.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Yeah. It's on -- it's on the --

**CHAIRPERSON MILLER-ANDERSON:** Yeah, behind -- by the church.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- west side of J.

**COUNCILPERSON PARDO:** Okay. So I believe the CDE was looking at that property.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I think --

**COUNCILPERSON PARDO:** I had a discussion with Anita about that property because there was a developer who was looking to build essential housing.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- I think that was just south of the -- the other parcel so there's --

**COUNCILPERSON PARDO:** But was it -- is this the parcel that had a fire?

**CHAIRPERSON MILLER-ANDERSON:** No, I don't think so.

**COUNCILPERSON PARDO:** Was there a fire? Which --

**CHAIRPERSON MILLER-ANDERSON:** I don't --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** There was --

**COUNCILPERSON PARDO:** -- it --

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- I think there was a --

**CHAIRPERSON MILLER-ANDERSON:** If there was I don't --

**COUNCILPERSON PARDO:** -- a fire?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- a building towards Avenue J, looked like more of a --

**CHAIRPERSON MILLER-ANDERSON:** Oh, yeah. Like a little --

**COUNCILPERSON PARDO:** Right.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** --  
(unintelligible) clubhouse.

**CHAIRPERSON MILLER-ANDERSON:** -- yeah, a one-story place.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I think there was a fire there historically but I think that, from what I can recall, there was a development called Bougainvillea Courts.

**COUNCILPERSON PARDO:** Correct.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** And that was south. And I believe that's what the CRA --

**COUNCILPERSON PARDO:** That's south.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** -- or the CDC was -- was focused on.

**COUNCILPERSON PARDO:** No. Right. So they're focused on a project there that they have the funding for. But I believe Anita was looking at that property, also.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Okay.

**COUNCILPERSON PARDO:** That she's had discussions with them.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** Okay.

**CHAIRPERSON MILLER-ANDERSON:** Okay. So --

**COUNCILPERSON PARDO:** Maybe you'll be -- you can talk to Anita about that.

**CHAIRPERSON MILLER-ANDERSON:** -- we're going to check with Anita and see if that is something that she's looking into.

**COUNCILPERSON PARDO:** Yeah. She might have a little more info on it.

**CHAIRPERSON MILLER-ANDERSON:** If not we need to move forward with something on that building.

**COUNCILPERSON PARDO:** Yeah, either way.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I agree.

**CHAIRPERSON MILLER-ANDERSON:** And I don't know what she's doing with it but it can't continue to stay like that. So you'll be able to give us an answer next week on that or just by the end of the week?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I will follow up.

**CHAIRPERSON MILLER-ANDERSON:** What's today? Wednesday? By Friday?

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** I'll follow up with, um -- we have a legal consultant that -- that helps with our Unsafe Building process.

**CHAIRPERSON MILLER-ANDERSON:** Uh-huh.

**ACTING DIRECTOR OF COMMUNITY DEVELOPMENT GAGNON:** So I'll follow up with the status on their end, as well. And if we need to reinitiate a process based on the property changing hands if that did occur, then we need to do that immediately.

**CHAIRPERSON MILLER-ANDERSON:** Yeah. All right. Thank you. Anything else? Anyone else?

**COUNCILPERSON PARDO:** I'm good.

**COUNCILPERSON HUBBARD:** I make a motion that we adjourn.

**CHAIRPERSON MILLER-ANDERSON:** She's always the first to make a motion to go somewhere and take breaks. So we're --

**CITY MANAGER EVANS:** Just for clarification with respect to what the council would like for us to bring at the, um, September 6<sup>th</sup> meeting is the answers to the questions that were offered or is it just an e-mail to the balance of the council with the job descriptions and the fiscal impact?

**CHAIRPERSON MILLER-ANDERSON:** Well, yeah. Can you send it to us before?

**COUNCILPERSON PARDO:** And then Rickey Little's issue.

**CHAIRPERSON MILLER-ANDERSON:** And then if we have any --

**CITY MANAGER EVANS:** And then Mr. Little's issue. So we can -- we can send that, too, to the council and -- and -- and have a -- an item to discuss any -- any other questions that you may have on the budget document.

**CHAIRPERSON MILLER-ANDERSON:** All right. Okay.

**CITY MANAGER EVANS:** Okay?

**CHAIRPERSON MILLER-ANDERSON:** Yeah.

**CITY MANAGER EVANS:** That's all I have, Madam Chair.

**CHAIRPERSON MILLER-ANDERSON:** All right. We have a motion to adjourn.

**COUNCILPERSON PARDO:** It's a workshop.

**COUNCILPERSON HUBBARD:** Oh.

**CHAIRPERSON MILLER-ANDERSON:** Yeah, it is.

## **I. CITY COUNCIL'S COMMENTS / DISCUSSION**



(CONCLUSION OF WORKSHOP)

**APPROVED:**

\_\_\_\_\_  
**THOMAS A. MASTERS**  
**MAYOR**

\_\_\_\_\_  
**KaSHAMBA L. MILLER-ANDERSON**  
**CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**CLAUDENE L. ANTHONY**  
**CERTIFIED MUNICIPAL CLERK**  
**CITY CLERK**

\_\_\_\_\_  
**TONYA DAVIS JOHNSON**  
**CHAIR PRO TEM**

\_\_\_\_\_  
**LYNNE L. HUBBARD**  
**COUNCILPERSON**

\_\_\_\_\_  
**DAWN S. PARDO**  
**COUNCILPERSON**

\_\_\_\_\_  
**TERENCE D. DAVIS**  
**COUNCILPERSON**

**MOTIONED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**L. HUBBARD** \_\_\_\_\_

**K. MILLER-ANDERSON** \_\_\_\_\_

**T. DAVIS JOHNSON** \_\_\_\_\_

**D. PARDO** \_\_\_\_\_

**T. DAVIS** \_\_\_\_\_

**DATE APPROVED:** NOVEMBER 1, 2017