



CITY OF RIVIERA BEACH
FINANCE DEPARTMENT

INTER-DEPARTMENTAL COMMUNICATION

DATE: March 20 2017

TO: DANNY JONES, DEPUTY CITY MANAGER

COPY: JONATHAN EVANS, CITY MANAGER
RANDY SHERMAN, DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES

FROM: KAREN HOSKINS, ASSISTANT DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES *KH*

SUBJECT: TERENCE DAVIS' ENTITLEMENT TO UTILITY DISTRICT STIPEND
COMPENSATION

Further to your memorandum dated March 17, 2017 to Mr. Randy Sherman regarding the above referenced matter, the retroactive payment is estimated to be \$25,900.00 which includes USD's costs for the stipend, FICA and FRS contribution for pay periods from October 4, 2015 to March 4, 2017. The attached document outlines the calculation for the retroactive payment. This amount is not included in USD's FY 2017 operating budget.

Therefore, a resolution will be required to authorize this amount to be transferred from USD's Contingency account to the relevant salaries and benefits accounts. Please be aware that the retroactive payment will not be included in Chairman Davis's salary to be paid on March 24, 2017. Payment for the retroactive stipend will be made upon approval by the USD Board.

Please be aware that it is the understanding of the Finance Department that the Board Member and Mayor is required to sign a form stating that he or she accepts or rejects the stipend. Finance Department does not have a record of this signed form from Chairman Davis. However, based on your directive authorizing compensation in your memorandum dated March 17, 2017 and the legal opinion of Mr. Andrew Degraffenreidt, City Attorney, stated in memorandum dated March 13, 2017, please advise the Finance Department if the biweekly stipend amount of \$461.54 should commence for Chairman Davis starting with pay period March 5 to March 17, 2017 to be paid on March 24, 2017.

We look forward to your response by Tuesday, March 21, 2017.

Thank you.

Attachment