CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
CITY COUNCIL BUDGET WORKSHOP MINUTES
MUNICIPAL COMPLEX COUNCIL CHAMBERS
MONDAY, AUGUST 8, 2011 AT 6:30 P.M.

I. ROLL CALL

Chairperson Davis was present and presided. Upon a roll call by Deputy City Clerk Anthony, the following were present: Mayor Thomas A. Masters, Chairperson Judy L. Davis, Chair Pro-Tem Billie E. Brooks, Councilperson Cedrick A. Thomas, Councilperson Dawn S. Pardo and Councilperson Shelby L. Lowe. Also present were City Manager Ruth Jones, Deputy City Clerk Claudene Anthony, and City Attorney Pamala H. Ryan.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Everyone stood for a Moment of Silence with the pledge led by Councilperson Shelby L. Lowe.

III. PURPOSE OF WORKSHOP –RUTH JONES, CITY MANAGER

City Manager Jones stated that the purpose of the workshop was to discuss the tentative budget which included the city's assessed property value, general fund, projected FY 2012 revenues and expenditures and recommended staffing changes for FY 2012. She stated there would be discussion regarding the enterprise funds, special revenue, debt service, and trust funds.

Karen Hoskins, Interim Finance Director gave a presentation on the General Fund fund balance. She stated in previous years the general fund was used to balance the budget; however, it was not recommended for FY 2012. She stated that the use of reserves placed the City in a dangerous financial position. She continued with a brief presentation of the city manager's FY 2012 tentative budget.

Councilperson Pardo inquired about overtime being included in the furlough number.

Ms. Hoskins stated that overtime was not included in furlough amounts.

Councilperson Thomas inquired about $885,561 being an accurate number of what was being saved. He furthered asked about utilizing overtime for furlough days.

Ms. Hoskins stated that overtime depended upon the scheduling of the department and the $885,561 was actual savings.

Councilperson Thomas furthered inquired about overtime being impacted by furlough days.

Ms. Hoskins stated that overtime had no impact on the $885,561 savings.

Chairperson Davis inquired if overtime included in the tentative budget was not exceeded, would $885,561 be the actual savings.

Ms Hoskins stated that if the overtime budget was not exceeded then $885,561 would be the actual savings. She furthered stated that this was why it was important for departments to manage their overtime budgets.

Councilperson Thomas inquired as to whether the overtime was being corrected by scheduling. He also inquired on how much was spent on overtime when it came to furlough.

Pete LeDuc, Interim Fire Chief stated there was some overtime that occurred due to the mandated minimal staffing to provide services to the community; however, of the $516,000 budgeted for overtime, the department was approximately $25,000 to the positive.

Councilperson Pardo inquired as to whether the overtime would be less if furlough was eliminated. She also inquired about the level of service been effected by furlough.

Pete LeDuc, Interim Fire Chief stated that overtime would be less if furlough was eliminated, but that the level of service had not been affected by furlough.

Councilperson Pardo inquired if the city decided to lay off personnel instead of furlough, how many people would have to be laid off in the Fire Department and what would happen to the level of service.

Pete LeDuc, Interim Fire Chief stated that stations would have to be reduced from 23 to 20 personnel per shift.

Councilperson Pardo inquired about the impact on the level of service of the proposal by the city manager and the interim fire chief.

Pete LeDuc, Interim Fire Chief stated that the engine would not be taking out of the station.

Councilperson Pardo stated that it would be a major disservice to the citizens to even think about cutting on the Island and Military Trail. She inquired about how

the agreement with Palm Beach Shores would have an effect on the level of service for our city. She stated that an alternative needed to be provided.

Pete LeDuc, Interim Fire Chief stated it had been a difficult budget year and everything proposed was an effort not to lay off personnel and to provide the best possible service to the city. The only way to reduce cost without reducing personnel was to look at overtime and reducing staff to 15 would only occur when staff called in sick.

Councilperson Pardo inquired about mutual aide with other entities and whether or not anyone contacted the county on how much would it cost to incorporate with them.

Pete LeDuc, Interim Fire Chief stated there was a conversation in 2009 and numbers provided exceeded the city's costs; however the county advised that if the city was not serious they would not provide figures.

Councilperson Lowe inquired as to the fire department exceeding the county's level of service being factored in when talking about manning stations. He stated that warning other city's we might need them was a little excessive and the council agreed to everyone doing further research and complimented Interim Chief Leduc in his efforts.

Councilperson Brooks inquired about the increase of activity of service at Phil Foster Park.

Pete LeDuc, Interim Fire Chief stated that if there was increase it was minimal. He stated that the city always provided service to Phil Foster Park and other county Parks within the city. He stated it may be a little increase at Peanut Island due to boating accidents.

Councilperson Brooks inquired as to the increase of activity of service at Military Trail

Pete LeDuc, Interim Fire Chief stated there had been a decrease of service at Station #4 since 2005.

Councilperson Thomas inquired about what was being proposed.

Pete LeDuc, Interim Fire Chief stated what was being proposed was a temporary reduction in the minimal staffing that the department provides. This would reduce staffing at Stations #3 and #4.

Mayor Masters stated that he was not in favor of making changes to Station #3 or #4. He furthered stated he was in full support of the county as it related to the Fire Department; however he would never give up the Police Department.

Chairperson Davis stated that the staffing cuts were being made within different departments; she wanted to make sure that all employees were treated equally.

Councilperson Thomas requested that the city manager and the interim fire chief have the county provide a proposal and the reduction in the millage.

City Manager Jones asked if the proposal should be include in the city's staffing level.

Councilperson Thomas advised that the proposal should include the city's staffing level.

IV. CITY'S ASSESSED PROPERTY VALUE AS OF JULY 1, 2011 - MOVED TO AUGUST 22, 2011 AGENDA

V. GENERAL FUND PROJECTED FY 2012 REVENUES & EXPENDITURES - MOVED TO AUGUST 22, 2011 AGENDA

VI. GENERAL FUND DEPTS. RECOMMENDED STAFFING CHANGES FOR FY 2012 - MOVED TO AUGUST 22, 2011 AGENDA

Ms. Hoskins gave a presentation on general fund expenditures for each department. She further stated current positions were either being slated for elimination or conversion to part-time and new positions were created for FY 2012.

Councilperson Brooks requested clarification of savings by eliminating the lieutenant's positions in the Police Department. She inquired if two of the lieutenants are currently in the temporary commander positions.

Chief Williams stated that those individuals would move to the commander positions if the proposed budget was adopted.

Councilperson Brooks inquired if those persons should be removed from the list to show there was a savings.

Chief Williams stated that the two lieutenant's positions were not eliminated.

Councilperson Brooks inquired about the buyout amounts of the lieutenants that were in the drop.

Ms. Hoskins stated the amount would be approximate $200,000.

Councilperson Brooks requested that the pension cost be calculated for the lieutenants that were being eliminated

Chief Williams stated that he would factor in the pension cost.

Councilperson Lowe inquired about the IUPA letter that challenged and refuted the numbers that were presented in the proposed budget. He requested to have the IUPA concerns addressed.

Councilperson Thomas stated that he agreed with Councilperson Lowe concerning the IUPA letter. He inquired about adding nine positions and deleting ten positions being a wash.

Chief Williams stated it was not a wash, it was a substantial savings. He stated the savings in personnel cost was approximately $500,000. He further stated that the IUPA letter was their attorney's position on the proposed budget and that he was disappointed with IUPA submitting a letter, because they were currently at the bargaining table. He requested a closed executive session with the city council and the city's legal attorney to respond to IUPA letter.

Councilperson Thomas inquired if Mr. McClain had spoken to Chief Williams or City Manager Jones.

Chief Williams stated he had been talking with Mr. McClain and Ms. Perry. He stated Mr. McClain was disappointed at the legal position of the IUPA attorney especially since they were at the table.

Councilperson Thomas inquired if there were any other options that could be placed on the table.

Chief Williams stated the budget proposal had been thought out and it was the best solution for the best interest of the community and department.

Chairperson Davis inquired about the lieutenants in the drop being able to reapply and be hired into the captain positions.

Chief Williams stated that it was determined the captain position would need to be created and filled before the expiration of the budget in order for the lieutenants to be included.
City Manager Jones stated that when an individual was in the drop plan, when they leave the payments automatically start.

Councilperson Pardo inquired about the criteria that would be used to get the new title and would everyone in the department get a chance to apply.

Chief Williams stated the current plan was to advertise the captain positions and anyone that met the qualifications would be able to apply for the position.

Councilperson Thomas inquired about Mr. McClain's response to the IUPA letter and the cases that were lost by other agencies, especially the ones that were in the drop. He requested that Mr. McClain respond ASAP.

Councilperson Thomas inquired on the accreditation process.

Chief Williams stated that the accreditation process had been suspended for the last four budget cycles and would possibly try to implement in to the 2013 budget year.

Councilperson Lowe inquired on why the budget strategy started at the lieutenant level and not at the top with assistant chiefs or reshuffle the commanders.

Chief Williams stated that making the reductions at the proposed level would maintain the current level of service.

Councilperson Brooks inquired about the letter concerning the elimination of the assistant city attorney.

Ms. Hoskins stated that was only possible position elimination not recommendations.

Councilperson Thomas inquired about the legal department eliminating only $636 from their budget.

Ms. Hoskins stated the legal department only had to reduce the liability insurance.

Councilperson Thomas inquired on the total budget for civil drug court and how many citizens they were serving.

Ms. Hoskins stated that the city's share for the civil drug court was $144,245.

Councilperson Pardo stated that 27% of the people being served were from Riviera Beach and served by the Civil Drug Court according to Palm Beach County.

Councilperson Thomas inquired as to who paid for the police officer that was placed at the Civil Drug Court.

Chief Williams stated that the police officer was paid out of the police budget.

Assistant City Manager Shuttlesworth stated that the Criminal Justice Service JAG fund would not be given to the Civil Drug Court and if the funds don't come in then Civil Drug Court would not be able to serve outside citizens.

Councilperson Thomas requested to set up a meeting with the Ms Scott at the Civil Drug Court.

City Manager Jones inquired of the City Council on holding the enterprise item until the 22nd of August or continue to move forward.

Chairperson Davis and **Councilperson Pardo** requested to move item to the 22nd of August and to start at 5:30p.m.

Councilperson Thomas inquired on whether there was any buyout planned for the eliminated positions.

City Manager Jones stated there were no buyouts for the current budget. She stated the budget was balanced with no millage increases; every department shared the reduction and the proposed budget was in compliance with the charter.

Councilperson Pardo inquired about the amount of money to going into fund balance.

City Manager Jones stated there was no additional budgeted money in the fund balance. She stated that the fund balance was enhanced by not filling positions.

Councilperson Pardo inquired about the balance at this time and the city's bond rating.

Ms. Hoskins stated the fund balance projected for the fiscal year would be $3 million and the last bond rating in 2008 was a triple "B".

VIII. ENTERPRISE FUNDS, SPECIAL REVENUE, DEBT SERVICE, AND TRUST FUNDS -- MOVED TO AUGUST 22, 2011 AGENDA

IX. CITY COUNCIL'S COMMENTS/DISCUSSION

NONE

VII. ADJOURNMENT

There being no further business the meeting was duly adjourned.

APPROVED:

THOMAS A. MASTERS

JUDY L. DAVIS
CHAIRPERSON

ATTEST:

CARRIE E. WARD
MASTER MUNICIPAL CLERK
CITY CLERK

BILLIE E. BROOKS
CHAIR PRO TEM

CEDRICK A. THOMAS
COUNCILPERSON

DAWN S. PARDO
COUNCILPERSON

SHELBY L. LOWE
COUNCILPERSON

MOTIONED BY: _____
SECONDED BY: _____

J. DAVIS	aye
B. BROOKS	aye
C. THOMAS	aye
D. PARDO	tardy
S. LOWE	aye

DATE APPROVED: 11/02/2011