CITY OF RIVIERA BEACH CITY COUNCIL

AGENDA ITEM SUMMARY

MEETING DATE: 11/02/2011 AGENDA ITEM SUMMARY NO. M11-111-3

[XX] CONSENT [ ] AWARDS/PRESENTATIONS/PETITIONS [ ] RESOLUTION
[ ] PUBLIC HEARING [ ] ORDINANCE ON FIRST READING [ ] DISCUSSION
[ ] ORDINANCE ON SECOND READING

SUBJECT: MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD AUGUST 10, 2011

RECOMMENDATION/MOTION: APPROVE THE MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD AUGUST 10, 2011

INTER-DEPARTMENTAL REVIEW & DATE

CITY ATTORNEY NA	MARINA NA
• CITY CLERK	POLICE NA
COMMUNITY DEVELOPMENT NA	PUBLIC WORKS NA
FINANCE NA	PURCHASING NA
FIRE NA	RECREATION & PARKS
HUMAN RESOURCES NA	WATER & SEWER
LIBRARY NA	OTHER

APPROVED BY CITY MANAGER: Ruth C Jones DATE: 10-25-11

ORIGINATING DEPARTMENT: OFFICE OF THE CITY CLERK	COSTS: CURRENT FY:_____	CITY COUNCIL ACTIONS: [ ] APPROVED [ ] APPROVED W/CONDITIONS [ ] DENIED [ ] TABLED TO [ ] REFERRED TO STAFF
USER DEPARTMENT: CITYWIDE	FUNDING SOURCE: [ ] CAPITAL IMPROVEMENT [ ] OPERATING [ ] OTHER	
ADVERTISEDDATE: PAPER: [ ] NOT REQUIRED AFFECTED PARTIES [ ] NOTIFIED [ ] NOT REQ'D	BUDGET ACCOUNT NUMBER:	ATTACHMENTS: AUGUST 10, 2011 SPECIAL CITY COUNCIL MEETING MINUTES

BACKGROUND/SUMMARY:

Item No. 3

EXHIBIT A-1

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012
Capital Expenditures	NA	NA
Operating Costs	NA	NA
External Revenues	NA	NA
Program Income (City)	NA	NA
In-Kind Match (City)	NA	NA

NET FISCAL IMPACT _____ _____ _____ _____

NO. ADDITIONAL FTE POSITIONS (Cumulative) _____ _____ _____ _____ _____

Is Item Included In Current Budget? Partial_ __ Yes _____ No. ____

Budget Account No.: Fund ____ Dept/Division ____ Org____ Object_____
Reporting Category_____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. Finance Department and/or Purchasing/Intergovernmental Relations/Grants Comments:

_____ _____
Finance Department Purchasing and Grants

B. Other Department Review:

_____
Department Director

CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
SPECIAL CITY COUNCIL MEETING MINUTES
MUNICIPAL COMPLEX COUNCIL CHAMBERS
WEDNESDAY, AUGUST 10, 2011 AT 3:00 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 Assistant City Manager Gloria Shuttlesworth, 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 Assistant City Manager Gloria Shuttlesworth

Chairperson Davis announced in recognition of Coca Cola's 125th Birthday Celebration food was being distributed until 3:30p.m.

III. PURPOSE OF WORKSHOP

Assistant City Manager Gloria Shuttlesworth stated that the purpose of the meeting was to pass the resolution in regards to health care service. She stated that Assistant City Manager Paul White or Human Resource Director Doretha Perry was available to answer any questions.

Councilperson Lowe inquired on whether the items was tabled or postponed at the last meeting.

City Attorney Pamala Ryan stated that if the motion was to table then it would have to be taken off the table; if it was postponed then council could consider the item.

Councilperson Thomas requested to have Deputy City Clerk Anthony research the motion.

Chairperson Davis called for a five minute recess.

Deputy City Clerk Anthony stated that according to the draft copy of the minutes from the August 3, 2011 City Council meeting the motion was to postpone.

Chairperson Davis inquired about the postponement date.

Deputy City Clerk Anthony stated the postponement date mentioned was either August 17th or September 7th.

Councilperson Thomas inquired about who made the motion.

Deputy City Clerk Anthony stated the motion was made by Councilperson Pardo and seconded by Councilperson Thomas.

Chair Pro-Tem Brooks inquired about further decreases in the premiums.

Councilperson Thomas inquired if the meeting was held two hours earlier than what was posted, would council be legal to take action on the item.

Deputy City Clerk Anthony stated the first notice indicated a special city council meeting will be held immediately after the CRA meeting. She stated the Office of the City Clerk received a call from the City Manager's Office directing to revise the notice to state that the meeting that was previously advertised was changed to 3:00 p.m. on August 10th.

Councilperson Thomas inquired as to whether or not enough time was given between the two notices.

City Attorney Pamala Ryan stated that there was a previous case similar and the court ruled in the city's favor. She stated the City Clerk's Office was advised to post a revised notice a day prior to the meeting and that was considered reasonable notice.

Councilperson Thomas made motion to accept the resolution and **Councilperson Lowe** seconded.

MOTION

Chair Pro-Tem Brooks inquired whether or not the agent of record was required to receive commission. She questioned if the premiums were factored in the commission to the agent of record.

Assistant City Manager Paul White stated the cost was factored into the premium per state law and he did not believe that it impacted the premium cost.

Ralph Campbell, President of McKinley Financial, stated that FL Statute 624.428 stated that commissions were built into the premiums.

Chair Pro-Tem Brooks inquired if McKinley Financial would be willing to negotiate their commission if it would help with the city's premium.

Mr. Campbell stated that McKinley would be willing to negotiate the commission.

Chair Pro-Tem Brooks inquired of Coventry if McKinley Financial were willing to negotiate their commission would their be further reductions in premiums.

Larenthia Jackson, Coventry Insurance Agency, stated that she would need a couple of minutes to discuss the issue with their corporate underwriters.

Chair Pro-Tem Brooks inquired as to the benefits or non benefits to the city to look at the different routes instead of having an agent of record.

Assistant City Manager Paul White stated that the city had limited staff and relied upon the agent of record to do much of the research and bring back best practices. He stated that the agent of record acted as the negotiator of the final offers.

Chair Pro-Tem Brooks inquired about the amount of commission paid out or earned last year.

Assistant City Manager Paul White stated the commission paid last year was 4% of the premium.

Councilperson Pardo inquired as to the length of time McKinley Financial had been the consultant/broker and the contract expiration.

Assistant City Manager Paul White stated McKinley Financial had been the consultant/broker for six years and their contract would expire November of 2011.

Councilperson Pardo inquired if the city was planning on bidding for the next contract or was it being extended. She stated it was time for the city to find out what else was out there after six years, what type of deals were being offered, and to negotiate the commission so that employees could receive lower rates.

Assistant City Manager Paul White stated that the plan was to go out for RFP.

Mayor Masters inquired if the city had ever in the past asked the contractor to void their commission.

Chair Pro-Tem Brooks stated she was trying to ascertain if there were other options from other agents and if the premium commission would have an impact on the premium.

Cathy Gary, Vice President of Account Management of Coventry, stated the underwriter would need to refresh the data to see if it was performing better or worse and would need to make sure the pricing was done accordingly.

Deputy City Clerk Anthony read the resolution into record.

Upon a roll call vote by Deputy City Clerk Anthony, the vote was unanimous.

MOTION APPROVED

There being no further discussion, 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 _____
B. BROOKS _____
C. THOMAS _____
D. PARDO _____
S. LOWE _____

DATE APPROVED:_____