

Special Meeting of the Town Commission of the Town of Ocean Ridge held in the Town Hall Meeting Chambers on Tuesday, July 18, 2000 at 3:00 PM.

The meeting was called to order by Mayor Aaskov and roll call was answered by the following:

Commissioner Bingham	Commissioner Bridges
Commissioner Kaleel	Commissioner Willens
Mayor Aaskov	

Pledge of Allegiance

1. Consideration of the 2000-01 proposed budget

Town Manager Dunham stated that he would like to thank the Town Commission for their support during the previous year. He stated that he would like to review some of the highlights of the budget before discussing the individual departments. He explained what the rolled back rate represents in regards to increase/decrease in taxes. He stated that last year's millage rate of 4.0000 represented a 12.9% tax increase and this year a 4.000 millage rate would represent only a 7.2% tax increase.

Town Manager Dunham explained that the unappropriated funds needed to balance the FY 99/00 budget were \$250,000 and the FY 00/01 budget was proposing \$299,000.

Town Manager Dunham explained that a 3.7296 millage rate (the rolled back rate for FY 00/01) would generate \$1,294,611 in taxes for the Town and a 4.0000 millage would generate \$1,388,472.

Town Manager Dunham began to review the budget highlights such as the land acquisition and associated fees, landscape maintenance and cost of living increase before reviewing the budget by department.

General Fund Consolidated Statement of Revenues and Disbursements

Town Clerk Hancsak explained that the fund balance at the end of FY 98/99 was \$2,664,784. She advised that if all budgeted funds were spent in FY 99/00 and the proposed budget of FY 00/01, there would be a balance of \$1,591,077 in the surplus funds. Town Manager Dunham explained that even with this decrease, it would be one of the highest surpluses in Palm Beach County. Mayor Aaskov stated that she felt the Town Commission wanted to have one year's budget in reserve to which Town Manager Dunham advised that a lot of residents would have a problem with an increase in taxes when there is that much money in reserve.

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Revenues

Town Clerk Hancsak advised that the Town estimates receiving \$2,616,475 in revenues for FY 00/01.

Comm Kaleel questioned if it was definite that the Town would receive the Palm Beach County Beautiful grant money to which Town Manager Dunham explained that it is only anticipated funds at this point. Comm Kaleel questioned why there is not more grant money anticipated in this budget to which Town Manager Dunham explained that the Lake Worth Lagoon and other grants would be reflected in the FY 01/02 budget.

Town Clerk Hancsak pointed out a new revenue source of the proportion 911 call taker of \$36,000.

Comm Willens stated that he was concerned that the Town was not being reimbursed for legal fees in connection with the special master hearings to which Town Manager Dunham stated that the Town will soon be adding these fees to the fines requested from the Special Master. He added that this would go directly into the expenditures as a reimbursement and not in the general fund as a revenue.

Town Commission

Town Clerk Hancsak stated that this decreased slightly due to lower Florida State Retirement contributions.

Town Manager

Town Clerk Hancsak advised that \$5,000 was removed from the other contractual services account and there was only a slight increase due to the increase in personnel costs.

Comm Kaleel stated that he had done a small survey of the neighboring municipalities and found that the Town Manager's salary was a little on the low side. He advised that he wanted the Town Commission to consider an incentive program for the Town Manager.

Comm Bingham stated that she did not like the 3% cost of living increase for employees and would prefer to see the money go to an incentive program for all employees to which Comm Kaleel stated that he did not feel an incentive program would work with the hourly employees.

Town Clerk Hancsak advised that the 3% COLA is not extraordinary. She explained that the Department of Public Safety did a salary survey in 96 that showed our department as being behind the salaries of similar departments and they were given a 5% increase to compensate. She stated that this year the department did a similar survey and in only four years, our department has fallen behind in salaries. She added that if the Town

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Commission wanted to initiate a bonus/incentive program for the Town Manager in the FY 00/01 budget, it could be taken from the contingency account.

Town Clerk/Finance

Town Clerk Hancsak advised that her office was requesting the purchase of a scanner in the amount of \$200 and there was a slight increase in the budget due to the increase in personnel costs.

Legal

Town Clerk Hancsak explained that there was an increase in the professional services account.

Comm Kaleel stated that he wanted to know what similar costs are for legal fees in other municipalities and see if the Town could negotiate a flat rate with Atty Spillias for all services other than litigation.

Appointed Boards

Town Clerk Hancsak advised that the budget had increased slightly due to the rising cost for advertisements for the various boards.

General Government

Town Clerk Hancsak advised that the account had decreased due to the reduction in the professional services account.

Comm Kaleel questioned if the computers were up on current technology to which Town Clerk Hancsak advised that only two of the computers were current with Windows 98. Comm Kaleel questioned if there were funds in the budget for upgrades to the system to which Town Clerk Hancsak advised that there was \$1,000 in general government and \$4,000 in law enforcement for new equipment and software. Comm Kaleel stated that he wanted the computers to be constantly upgraded so that the Town Commission will not have to spend \$60,000 for new computers in a few years.

Town Clerk Hancsak advised that some of the capital outlay expenditures were \$1,600 for holiday decorations, \$500 for a digital camera and \$5,000 for roof repairs. She also advised that there was \$128,300 for loan repayments, which is a set amount every year.

Mayor Aaskov questioned what would be done with the roof of the building to which Town Manager Dunham explained that \$5,000 was being budgeted for roof repairs although a new roof would be necessary within the next three years. There was discussion of whether to replace the roof as opposed to repairing it, but no change was made to the \$5,000 in the proposed budget for additional work.

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Law Enforcement & Fire Control

Comm Willens questioned why the fuel cost budget has only increased \$2,000 when the cost of fuel has increased so much in the past year to which Director Hillery explained that the cost to the Town has not increased as sharply as the cost to the general consumer as the Town's gasoline is bought on a state bid.

Comm Kaleel stated that he would like the Town to consider the purchase of a Reverse 911 system. He explained that in the event of an emergency, the resident's phone numbers are placed in the system and called with the details of the emergency. He stated that he thought the cost would be between twenty and twenty-seven thousand dollars.

Comm Bingham questioned if there are any grants available for this purchase to which Comm Kaleel advised that he had not researched if there were grants.

Town Clerk Hancsak asked if the staff should add the cost of this to the budget to which the Town Commission concurred that the staff should just review the cost of the purchase.

Town Manager Dunham advised that the capital outlay consisted mainly of the replacement of some equipment such as a service pistol, three computers and a recorder.

Inspections

Town Clerk Hancsak advised that the budget had decreased due to the worker's compensation for the fire inspector being placed back in the law enforcement account. She added that money was still in the budget for microfilming and office supplies.

Civil Defense

Town Clerk Hancsak advised that this budget was being proposed the same as every year. She advised that some of the funds from this account were used this year, but the Town would be reimbursed for most of them.

Sanitation

Town Clerk Hancsak advised that this budget reflects a 3% increase with a similar 3% increase in the garbage and trash revenues.

Environmental

Town Manager Dunham explained that the highlights from this budget were the \$120,000 for drainage improvements and \$50,000 for landscaping maintenance.

Comm Kaleel questioned why the \$120,000 is not included in the public works account to which Town Clerk Hancsak advised that in accordance with the uniform accounting

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code, public works would include more of the maintenance of drainage systems and the environmental would include capital projects such as engineering and design.

Comm Bridges questioned what services the Town would be receiving for the \$50,000 in maintenance to which Town Manager Dunham advised that a company would be hired to maintain the current areas of landscaping in Town plus the new areas of Ocean Ave. and Woolbright near the bridge.

Mayor Aaskov advised that the Town would have to be careful in their selection, as most landscape companies are not able to maintain landscaped areas. She added that she felt the median at Ridge Blvd. looked terrible. Town Manager Dunham advised that the current landscape company does not give enough attention to the Ridge Blvd. median. Comm Willens stated that there would need to be a positive visible effect to justify the increase in expense for maintenance.

Comm Bingham questioned if there were funds budgeted for the removal of Australian Pines to which Town Manager Dunham advised there are funds to cover the cost for removal of vegetation in the Town's rights-of-way in accordance to the Town ordinance, but not for the removal of Australian Pines.

Public Works

Comm Kaleel questioned if the truck requested was a 4X4 to which Town Manager Dunham explained that it would be a 4X4 that could move the vacuum pumps to the areas of the street which are flooded.

Comm Bingham questioned why the utilities account increased to which Town Manager Dunham explained that it was due in part to the increased water needed for new landscaping and the new lighting on Ocean Ave. Town Manager Dunham advised that the figure proposed could be decreased slightly due to the proposed installation of the two wells on Ocean Ave. as opposed to using water from Boynton Beach water meters. There was no request from the Town Commission to amend this figure in the proposed budget.

Comm Bingham questioned the increase in the road materials account to which Town Manager Dunham explained that the Town is now taking responsibility for some areas that have been previously ignored such as sidewalk repairs.

Town Manager Dunham explained that there is another vacuum pump in the budget so that the maintenance department will be able to pump two streets at a time during periods of flooding.

Comm Kaleel commented that the Town would need to analyze the drainage situation and all of the alternate forms of funding which may include consideration of higher assessments to certain areas of Town. He advised that this would be so that the Town Commission could consider all options and not that he was suggesting higher assessments for different areas of Town.

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Comm Bridges stated that the Town was amiss in not rezoning the area of the Kelso property as PC or purchasing the property outright when they had the opportunity.

Comm Kaleel stated that he was in favor of the \$120,000 in the budget for drainage design and improvements this year, but reminded the staff and Town Commission that not all of the budgeted monies would need to be spent. Town Manager Dunham advised that money is in the general government budget for financial analysts to help determine ways to fund the drainage improvements.

Comm Kaleel stated that the Town Commission should consider other alternatives to the Kelso property such as purchasing a home near that property, demolishing it and using the land for a retention pond. He added that there are grants available for this type of alternative.

Comm Bridges stated that he felt there may need to be another budget meeting to discuss how to keep the taxes from increasing every year. Comm Kaleel stated that he felt the Town Commission was aware that there would be small increases every year for the next few years. Town Manager Dunham recommended not reducing the millage from 4.000 mills to 3.7296 because it could have a worse effect in the coming years.

2. Certification of rolled back rate for millage for 2000-2001

Comm Kaleel moved that the rolled back rate be certified at \$ 3.7296 per \$1,000 and that the Certification of Taxable Value form be executed to reflect this for submission to the Property Appraiser and Tax Collector of Palm Beach County, seconded by Comm Bingham.

Motion carried – yea 5.

3. Proposed millage rate for 2000-2001

Comm Bridges moved that the proposed millage rate for 2000-2001 be established at 4.0000 mills and that this be included on the Certification of Taxable Value form that is forwarded to the Property Appraiser ad Tax Collector of Palm Beach County, seconded by Comm Willens.

Motion carried – yea 5.

4. Millage rate for debt service for 2000-2001

Comm Bingham moved that the debt service millage rate for 2000-2001 be set at \$.4004 per \$1,000 and that this also be included on the Certification of Taxable Value form that is forwarded to the Property Appraiser and Tax Collector of Palm Beach County, seconded by Comm Bridges.

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Motion carried – yea 5.

5. Meeting dates

- A. Public hearing date for adoption of tentative budget, 2000-2001

Comm Willens moved that the first public hearing to consider the budget for the fiscal year 2000-2001 be held at 5:01 PM on Monday, September 11, 2000 with the regular meeting immediately following, and that this date be included on the Certification of Taxable Value form that is forwarded to the Palm Beach County Property Appraiser and Tax Collector, seconded by Comm Bingham.

Motion carried – yea 5.

- B. Public hearing date for adoption of final budget, 2000-2001

Comm Kaleel moved that the second public hearing to consider the tentative budget for the 2000-2001 fiscal year be held at 5:01 PM on Thursday, September 21, 2000, seconded by Comm Bridges.

Motion carried – yea 5.

6. Authorize expenditure not to exceed \$3,200 from budgeted funds in the general government professional services account

Comm Kaleel moved to authorize the addendum to the current contract with Shalloway, Foy, Rayman & Newell with a not to exceed without prior authorization amount of \$3,200 to be paid out of the general fund professional services account for grant application assistance, seconded by Comm Willens.

Motion carried – yea 5.

Town Manager Dunham summarized that the issues of incentive for the Town Manager and the reverse 911 system are the only issues that the Town Commission wants to be considered further by the staff. Comm Kaleel stated that the incentive should be the only one which may affect the budget.

Adjournment

The meeting was adjourned at 5:00 PM.

ATTEST:

Town Clerk

Mayor Aaskov
Commissioner Bingham
Commissioner Bridges
Commissioner Kaleel
Commissioner Willens