



# City of Margate

5790 Margate Boulevard  
Margate, FL 33063  
954-972-6454  
www.margatefl.com

## Meeting Minutes City Commission Budget Hearing

**Mayor Tommy Ruzzano**  
**Vice Mayor Arlene R. Schwartz**  
**Commissioners:**  
**Anthony N. Caggiano, Lesa Peerman, Joanne Simone**

**Interim City Manager Samuel A. May**  
**City Attorney Douglas R. Gonzales**  
**City Clerk Joseph J. Kavanagh**

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**Wednesday, September 6, 2017**

**5:01 PM**

**Commission Chambers**

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### CALL TO ORDER

**Present:** 5 - Commissioner Anthony N. Caggiano, Commissioner Joanne Simone, Commissioner Lesa Peerman, Vice Mayor Arlene R. Schwartz and Mayor Tommy Ruzzano

In Attendance:

Interim City Manager Samuel A. May  
City Attorney Douglas R. Gonzales  
City Clerk Joseph J. Kavanagh

### 1) PUBLIC HEARING(S)

- A. [ID 2017-530](#)** PUBLIC HEARING ON TENTATIVE BUDGET AND PROPOSED MILLAGE RATE.

**A motion was made by Commissioner Caggiano, to approve.**

**An amendment was made by Commissioner Peerman, seconded by Commissioner Simone, to lower the millage rate by 0.30.**

*COMMISSIONER LESA PEERMAN said that the properties were appraised at 11% which was mostly due to \$60,000,000 of new development, otherwise it would have been 4%. She indicated that something would need to go back to the residents when it is 11%.*

*COMMISSIONER ANTHONY N. CAGGIANO asked the City Manager how it would affect the budget if they did that.*

*INTERIM CITY MANAGER SAMUEL A. MAY advised that many services would be cut if they lowered the millage rate.*

MAYOR TOMMY RUZZANO said that many cities are being proactive in this respect due to the third homestead exemption of \$25,000 and asked what the implications would be if it passed.

INTERIM CITY MANAGER MAY said that if a house is valued at \$200,000, they would take the slice out between \$100,000 - \$125,000.

VICE MAYOR ARLENE R. SCHWARTZ said that if your house is valued at \$126,000, you would not be eligible and it would only be within the parameter of \$100,001 - \$125,000. She said that it was only for people who fall within that category and that she would provide the Interim City Manager with a copy of that legislative information.

INTERIM CITY MANAGER MAY said he would find out further information pertaining to that.

COMMISSIONER PEERMAN said the \$1,000,000 they received from the Resource Recovery Board should be going back to the residents and the easiest and best way to do that would be in a millage rate reduction. She explained if a homeowner is selling a condo, they will be able to do that at a lower millage rate than they did the previous year.

INTERIM CITY MANAGER MAY said that the problem with lowering the millage rate was that it would be continuous and was not a one-time expenditure.

COMMISSIONER PEERMAN explained that she had heard from previous City Managers that they would tighten things and find money for the next one.

INTERIM CITY MANAGER MAY advised that they are currently using their reserves to balance the budget.

COMMISSIONER CAGGIANO said that reserves do not last forever and the millage rate will have to be raised as it had a multiplier effect. He said that it was better to leave it exactly the way it was.

CITY ATTORNEY DOUGLAS R. GONZALES referred to an article from the Miami Herald article and said it indicated that the additional \$25,000 change would "in effect, tax a \$100,000 home as if it was worth \$25,000 or a \$200,000 home as if it was worth \$125,000."

VICE MAYOR ARLENE R. SCHWARTZ said that it was not explained to those who voted on it. She also said that at a recent meeting, the Property Assessor did not explain it that way.

INTERIM CITY MANAGER MAY said that it referred to the value of the home between \$100,000 - \$125,000 and not the home value.

MAYOR RUZZANO asked what the difference was between Item A. in Public Hearing(s) and Item A. in the Resolution.

CITY ATTORNEY GONZALES explained that based on the Agenda, Item 1A. was for the Public Hearing portion and Item 2A. would be for a discussion on the millage rate amongst the Commission which would also require the Public's input due to the rules.

**A motion was made by Commissioner Peerman to remove her original motion of lowering the millage rate by .30 and bring it to item 2A.**

*NORMAN GRAD, 7460 NW 18TH STREET, PALM SPRINGS III, referred to the Neighbor to Neighbor meeting conducted by the Parks and Recreation Department. He suggested that the video shown at that meeting should be given to the School Board as it was marvelous and wanted to commend those young men who attended the meeting. He quoted Senator Lindsay Graham by saying that elections matter. He said that throughout the County, every city's property has sky rocketed and said that some are running scared with the \$25,000 additional homestead but advised that it could be addressed down the road. He said that they should consider reducing the millage and referred to the previous City Manager, Douglas Smith's budget for fiscal year 2016/17. He said that the Fire and Police Departments are around \$32 out of \$46 received which equates to 70% and said that the City could make cuts to their budget. He referred to Coconut Creek's Fire Assessment being \$177.79 but questioned why the City increased their assessment from \$225 to \$300 which he stated was one of the highest in the County and suggested that it should be paid in increments. He said that citizens were asked to vote on pay raises for City of Weston employees and suggested that Margate should do likewise.*

## **2) RESOLUTION(S)**

- A. [ID 2017-531](#)** APPROVING THE PROPOSED MILLAGE RATE FOR THE CITY OF MARGATE FISCAL YEAR 2017/2018 IN THE AMOUNT OF 7.0593 MILLS PER THOUSAND DOLLARS OF ASSESSED VALUATION (WHICH INCLUDES .5410 FOR VOTED DEBT SERVICE); THAT THE OPERATING MILLAGE RATE OF 6.5183 IS 8.31% HIGHER THAN THE ROLL-BACK RATE OF 6.0180.

*RESOLUTION 17-113*

**A motion was made by Commissioner Caggiano, seconded by Commissioner Peerman, that this Resolution be approved.**

**An amendment was made by Commissioner Peerman, seconded by Commissioner Simone, to lower the millage rate by .30.**

*VICE MAYOR SCHWARTZ asked what the 0.30 equated to in dollars.*

*COMMISSIONER CAGGIANO said that it was \$817,000.*

*VICE MAYOR SCHWARTZ asked what it would come down to on a \$100,000 house.*

*COMMISSIONER CAGGIANO said that 0.25 was \$681,000.*

*CITY ATTORNEY GONZALES said that 0.25 could be brought up at this hearing.*

**An amendment was made by Commissioner Peerman, seconded by Commissioner Simone, to pull the millage amount of .30 and insert the amount of 0.25 to lower the millage rate by.**

*ASSISTANT TO THE CITY MANAGER ADAM REICHBACH said that 0.25 on a \$100,000 house was \$15 per year.*

*ASSISTANT FINANCE DIRECTOR KELLY SCHWARTZ confirmed that it was \$338 for the total including debt service and at 0.25, it would equate to \$681,540 net revenue loss to the City.*

*INTERIM CITY MANAGER MAY said that the average assessed value for a home in Margate was \$139,000 but with a \$50,000 homestead, it brought a taxable value to \$89,000. He also advised that:*

- \$2,119 is for the total of Property Taxes and from that would be \$629 for City Property Taxes.*
- \$ 506 is for County Property Taxes.*
- \$ 788 is for the School Board.*

*He said that the City should look at what they receive from their taxes versus what they receive from those other agencies. He explained that the County does not supply any of the City's services and said that they had a great deal for the amount of money they pay.*

*COMMISSIONER PEERMAN explained that before 2008, the properties were appraised and Margate raised the millage rate and from that point on, they were at over 7 and subsequently, were the second highest millage rate in Broward County. She explained that since September 2011, they have been picking at 0.25 and said that it was not a huge amount for the residents and asked what the difference was in 2011 to what it was now.*

*INTERIM CITY MANAGER MAY referred to the full service municipalities in the County and stated that Margate was still the lowest for City tax levied by the average single family homes of \$629. He advised that Lauderdale was \$641 and Sunrise was \$684. He said that Public Works was giving out sandbags and was unsure how many other cities in Broward did the same thing.*

*COMMISSIONER PEERMAN said that Hallandale, Hollywood and Fort Lauderdale were also giving out free sandbags. She advised that if the City could lower the millage rate when they had property appraisers appraise them up 11%, if they could lower it by 0.25, then they have gone down a little off the 7.97.*

*INTERIM CITY MANAGER MAY repeated that Margate had great value for property taxes which they paid and said that the entire team of the City operates well. He said that although they have had cuts in the last few years, the request was for it to stay as it was without adding further reductions.*

*MAYOR RUZZANO said that 2)B. should have been discussed before 2)A. and asked where they would be able to cut \$680,000.*



COMMISSIONER PEERMAN said that \$600,000 could be cut from the excess of the 11% rise in property values and asked how much that compared to last year.

ASSISTANT FINANCE DIRECTOR SCHWARTZ said that the revenues are a little under \$2,000,000.

COMMISSIONER PEERMAN said that it could come from that or the Resource Recovery could go back to the residents of Margate who would benefit from the millage rate.

COMMISSIONER CAGGIANO said that Margate should stop deficit spending. He said that they cannot continue to keep digging into a bank account to pull money out. He said that they could cut services, positions and projects and that it would not be a one-time cut. He advised that they should be doing things to enhance the quality within the City as it would raise the property values and standard of living and not deficit spend. He said that he was unsure if the property value would drop in 2018 as the City would have to be prepared for it. He said that he was advised that when the last bust occurred, Margate had the ability due to the money it had saved and that they did not have to lay anybody off or cut services. He advised that it should be left the same and that it could be re-addressed next year. He said that if the \$25,000 exemption did pass, it would devastate the City.

COMMISSIONER PEERMAN asked the Interim City Manager when the last time the City cut services and laid staff off.

INTERIM CITY MANAGER confirmed that the City had not laid people off for some time but the level of service had dropped on certain items, such as transportation.

COMMISSIONER PEERMAN asked if that was when the millage rate was lowered and if the City Manager took 1% from each department.

INTERIM CITY MANAGER explained that he was unsure for the reason behind that cut and that it occurred before his time but the City decided to contract the service out to save money and the level of service did drop at the time.

COMMISSIONER PEERMAN said that they had contracted out the buses and other matters at that time but advised that it had nothing to do with the reduction in the millage rate. She said that it was in the works before the millage rate was asked to be lowered to 0.25 percent. She advised that it was fire equipment and trucks that was cut as she had a meeting with the Fire Chief at that time and it was agreed to lower it to 0.25. She also stated that no staff has been laid off due to the millage rate.

MAYOR RUZZANO said that Margate's housing went up 10% which was one of the highest in the County.

COMMISSIONER PEERMAN said that this was due to \$60,000,000 worth of development which included apartments, hospital additions and storage units.

MAYOR RUZZANO said that he was informed that there had been no developers coming to the City as no one wanted to develop in Margate. He explained that he has spoken to homeowners and families and they said that they loved the services and what they received from the City. He said they are getting the biggest bang for their buck and they see the City going in a positive direction. He said that there was a reason why people came to Margate and said that it was not for the apartments.

COMMISSIONER CAGGIANO repeated that they should stop deficit spending and that they should put money into the account.

VICE MAYOR SCHWARTZ said that she would have agreed with Commissioner Peerman about lowering the millage but she tried to lower the Fire Assessment and couldn't get a second. She referred to the October 2016 fund balance and that there was over \$35,000,000. She said after the budget was adopted last year, there was \$28,000,000 and now with that proposal, it would be \$20,000,000 which would equate to \$8,321,244 being taken out of fund balance which would be the City's saving account which had gone down \$15,000,000. She asked if \$8,321,244 from the City's savings was just to maintain services and to fund the employee contracts.

INTERIM CITY MANAGER MAY said that it was for Capital projects such as the new Fire Station but advised that when it has been built, he hoped they could pull back out of the deficit spending but if they continue to pull money from that income, then it would be difficult to achieve.

FINANCE DIRECTOR, MARY BEAZLEY indicated that the money which showed the net change was projections and sometimes, they did put money back in the fund balance. She also confirmed that around \$2,000,000 went back into last year's budget.

ANNE BLATT, 6775 NW 17TH STREET, MARGATE, said that she agreed with the comments concerning a 12% increase which upped the Fire Assessment by a considerable amount more than most of what the other local municipalities were charging. She asked that if the City was working from a deficit, why would Commissioner Caggiano raise his own salary by 12 percent.

**The amendment failed by the following vote:**

**Yes:** 2 - Commissioner Simone and Commissioner Peerman

**No:** 3 - Commissioner Caggiano, Vice Mayor Schwartz and Mayor Ruzzano

**A motion was made to approve the original Resolution, previously made by Commissioner Caggiano, seconded by Commissioner Peerman for discussion.**

**Yes:** 3 - Commissioner Caggiano, Vice Mayor Schwartz and Mayor Ruzzano

**No:** 2 - Commissioner Simone and Commissioner Peerman

- B. [ID 2017-538](#)** ADOPTING A TENTATIVE BUDGET FOR THE 2017/2018 FISCAL YEAR, AND AUTHORIZING THE ADMINISTRATION TO OPERATE ON SAID TENTATIVE BUDGET AS AMENDED PURSUANT TO FLORIDA STATUTE UNTIL ADOPTION OF THE FINAL BUDGET FOR SAID FISCAL YEAR.

RESOLUTION 17-114

MAYOR RUZZANO asked if the Item could be postponed until the next meeting.

CITY ATTORNEY GONZALES explained that according to the TRIM Notice in Broward County, any recess that takes place in proceedings would require that notice be given to property owners at least two days before the next hearing and no more than five days. He then referred and read an extract from the TRIM Notice. He defined the term recess if the meeting was to be continued but not adjourned to a different day. He suggested that they could make a motion to take a short intermission in the meeting and if that is approved, they could set a time certain for that meeting to continue at 9:00 p.m. He said that if the Regular Commission meeting is not finished by 9:00 p.m., they could call the Budget Hearing back, finish it up and return to the Regular Commission thereafter.

VICE MAYOR SCHWARTZ suggested that due to the overrunning of previous budget meetings, they should not schedule City Commission meetings immediately preceding a Workshop meeting.

MAYOR RUZZANO asked the City Attorney whether there was a previous meeting which never ended but had to be continued.

CITY ATTORNEY GONZALES said that it was not a budget meeting but different rules apply for budget meetings.

**A motion was made by Commissioner Peerman, seconded by Commissioner Caggiano, that this Resolution be approved.**

COMMISSIONER CAGGIANO referred to Page 80 of General Fund Revenues for Student Involvement Peerman/President Project Peerman. He said that he thought that after the November 2016 election, she asked for her money back.

COMMISSIONER PEERMAN advised that the money was not in the current Budget but due to the law, it had to be in the 2017 Budget.

MAYOR RUZZANO said that in 2017, Unassigned was \$1.153 million in 2017 but now it was \$1.974 million and asked what it was for.

FINANCE DIRECTOR BEAZLEY explained that the money that they were taking out of the Unassigned Fund Balance was to balance the budget.

MAYOR RUZZANO asked about the Resource Recovery Fund and what it would be.

INTERIM CITY MANAGER MAY said that the money is in a Fund Balance but the expenditure was \$10,000.

FINANCE DIRECTOR BEAZLEY said that the \$10,000 was budgeted for the Resource Recovery. She also explained that the balance shows up in the Comprehensive Annual Financial Report (CAFR) and said that the \$1.1060 million plus any interest to be earned is calculated at the end year, the fund balance would be shown and for 2018, \$10,000 came out of that budget. She said that if a bigger budget was forecasted, the budget could be amended.

MAYOR RUZZANO asked whether they had to spend money in the Resource Recovery every year.

INTERIM CITY MANAGER MAY said that the money was in the CAFR and therefore, \$10,000 was being budgeted out of that Fund Balance.

MAYOR RUZZANO indicated that last year, there was a line item of possibly \$1,000,000 in the budget book.

COMMISSIONER PEERMAN said that they could not see how much money was actually there and asked whether certain items such as car replacement funds and monies attributed were under capital projects. She asked if the \$1,000,000+ showed in the book.

FINANCE DIRECTOR BEAZLEY said that it does not show in that book but was in the CAFR as an actual dollar amount and that it was a separate Fund Balance account.

MAYOR RUZZANO asked how much does the current balance stand at.

FINANCE DIRECTOR BEAZLEY said that there was \$1,000,000+.

COMMISSIONER PEERMAN said that \$2,000 was used from \$20,000 from Waste Management and that the balance of \$18,000 should be with the \$1,000,000.

FINANCE DIRECTOR BEAZLEY said that the Fund Balance at 9/30/16 was \$1,060,302 and said that some money was used from the same during the year and it had also earned interest but said that she did not have the actual dollar amount to hand.

VICE MAYOR SCHWARTZ questioned why they had a fund that did not show up at the meeting.

INTERIM CITY MANAGER MAY said that they were not showing any of their funds.

FINANCE DIRECTOR BEAZLEY repeated that it was a budget versus the CAFR that contained the actuals.

VICE MAYOR SCHWARTZ said that as there were other areas of the report that had detail about what was in the accounts, she asked what stopped them from identifying what was in the other fund.

COMMISSIONER PEERMAN said that they are two separate matters and explained that the "L Peerman" account had to be passed by a Resolution for the money to be put in as a line item but the other matter was a committed fund balance that they did not show. She asked if there were any other funds that do not show.

FINANCE DIRECTOR BEAZLEY said that they have assigned fund balances in the CAFR and they have taken certain money out of the each one of those assignments for emergency preparedness such as vehicle or computer replacement which was shown as a General Fund Balance.

VICE MAYOR SCHWARTZ said that the budget should be a blueprint of what the incoming and outgoing funds are used for. She said that it should show everything that the budget was being used for.

INTERIM CITY MANAGER MAY explained that the General Fund would only show the General Revenue. He said that budget would show all the revenues and expenditures but the CAFR would detail more information. He also confirmed that the CAFR money had to go through the Commission.

MAYOR RUZZANO asked what interest was earned on \$1,060,000. He also asked if the budget passed at \$1,031,000, how much would the City have left in funds and also questioned matters pertaining to the \$10,000,000 Emergency Fund.

FINANCE DIRECTOR BEAZLEY answered it was a little over 1%. She also reminded them that there was an Investment Policy that they had to abide by and restrictions applied. She said that they would not know the final balance until year end which was on September 30, 2017. She said that she was going to bring in a little over \$2,000,000 but that had changed due to additional revenues and expenditures such as Hurricane Irma. She explained that they have \$2,000,000 Emergency Preparedness and Unassigned was up to 17% but up to September 30, 8.5% was Unassigned. She said that the total General Fund was \$35,000,000 and some of the project initiatives totaled \$1,060,000 for the Building Department and she also indicated that there was money for Capital Projects and Parks and Recreation.

VICE MAYOR SCHWARTZ referred to page 79 and said that Aztec RV Resort had an agreement which was due to expire and said that it would be a great loss to the City. She asked that as the sheds were now referred to as livable spaces, would they be taxed as residential.

CITY ATTORNEY GONZALES said that the County was checking and if applicable, they would be taxed appropriately.

VICE MAYOR SCHWARTZ suggested they should have established that information in the first instance before changing them from sheds to livable spaces.

BUILDING DEPARTMENT DIRECTOR RICHARD NIXON confirmed that the Utility Sheds would be taxed as Single Family Homes. He said that he was unsure if they would receive something from the Property Assessor but he would list them as residential.

INTERIM CITY MANAGER MAY said that he would contact the Property Appraiser's office to establish whether they had been assessed but if they had not, they would ask them to do so as the Building Official deemed them as Single Family residences.

MAYOR RUZZANO referred to page 82, Non-Departmental and noted that it had gone up 52% and asked if it included the Firehouse. He also asked if the City Manager's Department went up to 39 percent.

ASSISTANT FINANCE DIRECTOR SCHWARTZ advised that the transfer to the Capital Projects Fund was included in the Non-Department budget and referred to page 97 which detailed a transfer to capital improvement funds of \$4.1 million. She said that division also included the insurance charges which was under \$3,000,000 and that money was put in the 501 insurance fund. She also said that they moved a member of staff to the City Manager's office.

INTERIM CITY MANAGER MAY advised that they were looking at a new position in his department. He confirmed that there would be a total of six staff working in his department.



COMMISSIONER CAGGIANO asked if the \$2.973 million on page 97 is part of the money for a Non-Department transfer.

ASSISTANT FINANCE DIRECTOR SCHWARTZ confirmed that it was a charge for services and that the insurance fund charged the other funds when applicable. She explained that the general fund was paying the insurance fund which would include the Department of Environmental Engineering Services (DEES) as well as Storm Water.

VICE MAYOR SCHWARTZ asked if the insurance went up \$1.6 million and if it tripled from the previous year.

FINANCE DIRECTOR BEAZLEY confirmed that it was for the insurance fund such as property and workers compensation which did not include the health insurance and certain other liabilities. She explained that there had been a sizeable fund balance in the 501 fund from years ago which was used up and subsequently, there was no longer a fund balance which now needed to be funded in full every year. She also explained that if matters pertained to Workers Compensation, they had to book the liability that actually determined how much that claim could potentially cost the City.

ASSISTANT FINANCE DIRECTOR SCHWARTZ advised that as it was a budget, the \$7,500 budgeted can be approved or whatever they wanted at that time. She said that they have to rebalance the entire budget for \$2,500.

COMMISSIONER PEERMAN suggested that they could take the money from the Resource Recovery money to lower the millage or they could take it from the extra money that the City was getting from the Property Appraisals. She also asked why they would have \$7,500 in a book if they are not budgeting for it.

MAYOR RUZZANO indicated that if that was the only thing that would change, then the whole book would have to be revised.

CITY ATTORNEY GONZALES advised that they should vote on each one separately.

**A motion was made by Commissioner Peerman, seconded by Commissioner Simone, to lower the Mayor's Fitness challenge from \$7,500 to \$5,000. The motion carried by the following vote.**

**Yes:** 5 - Commissioner Caggiano, Commissioner Simone, Commissioner Peerman, Vice Mayor Schwartz and Mayor Ruzzano

COMMISSIONER PEERMAN asked the City Attorney whether they could continue with the budget meeting and postpone the City Commission meeting.

CITY ATTORNEY GONZALES said that they would have to set a time. He said that they will have to have a short intermission by moving it to recess for a specified length of time.

**A motion was made by Commissioner Peerman, seconded by Vice Mayor**

**Schwartz, to recess the Budget Hearing until 8:00 p.m. The motion carried by the following vote:**

**Yes:** 4 - Commissioner Simone, Commissioner Peerman, Vice Mayor Schwartz and Mayor Ruzzano

**No:** 1 - Commissioner Caggiano

*Budget Hearing reconvened after a 90 minute recess.*

**A motion was made by Commissioner Peerman, seconded by Commissioner Caggiano, that the City Commission does not get a 12 percent raise.**

*COMMISSIONER PEERMAN pointed out that as well as the Commissioners, no City employer received a pay raise in 2009 and 2010 but in 2011, she said that they took them in line with the Union's pay rise. She said that due to the City's deficit, she would be voting against the 12% increase.*

*MAYOR RUZZANO said he felt he was worth this amount of money and said that people are moving here because of the quality of life provided by the City of Margate.*

**A motion was made by Commissioner Peerman, seconded by Commissioner Caggiano, that the City Commission does not get a 12 percent raise which equates to removing \$25,000. The motion failed by the following vote:**

**Yes:** 2 - Commissioner Simone and Commissioner Peerman

**No:** 3 - Commissioner Caggiano, Vice Mayor Schwartz and Mayor Ruzzano

*COMMISSIONER SIMONE referred to the phone allowance which she brought up at a previous budget meeting and asked for a package deal, similar to what they have for the iPads and she also requested that the City provide the Commissioners with a basic phone and plan. She said that Sprint was advertising four or five lines for \$20 per month and said that this would be better than putting money in people's pockets which she deemed as dangerous.*

*MAYOR RUZZANO asked whether the whole City should be provided with cellphones.*

*VICE MAYOR SCHWARTZ said that the City used to provide the Commissioners with a cellphone and paid for the plan. She said that \$80 just covers paying for a phone and a base plan.*

*COMMISSIONER SIMONE said that she would be willing to go the same way and the City be in control of the plan.*

INTERIM CITY MANAGER MAY said that most City employees who have been provided with cellphones are very limited to what they can do as they are not smartphones. He said that smartphones for department heads were essential as they were more accessible in terms of checking emails, attachments and budgets. He said that most smartphones cost in excess of \$600. He said that while it would be cheaper to buy the City Commission cellphones with a plan, they may find it difficult using it for advanced functions. He also advised that some staff did not want to have a second cellphone. He said that it was the choice of the Commission if they wanted to do that.

Discussion ensued regarding those who wanted to switch their current plan and move to a regulated plan.

ASSISTANT FINANCE DIRECTOR SCHWARTZ stated that there were three Commissioners that received \$80 per month and one that received \$40 per month.

COMMISSIONER SIMONE explained at the last budget workshop, she explained that she did not want to take \$40 for the phone so there should only be three Commissioners receiving \$80 and therefore, it should not be in the budget that she was looking at.

INTERIM CITY MANAGER MAY confirmed that they will remove \$40 which will total \$2,880 for the phone allowance instead of \$3,360.

COMMISSIONER SIMONE said that although the Commissioners should receive health insurance, it should not cover their families. She then referred to the last Commission meeting where a new process was introduced to speed up the process of Students of the Month and to save the City some money, to do away with some of the goodies in the bag and go with the \$20 Walmart giftcard, Calypso Cove passes and a T-shirt. She asked if they could look into purchasing less expensive frames/plaques and also for Home of the Month, to recycle the sign and not give every homeowner their own individual sign for that month and she would like to see the \$10,000 go back to \$5,000. She said in 2015, the City Commission - General account used to be \$4,500 and then it increased to \$4,830 in 2016 and now it is \$10,000.

MAYOR RUZZANO said the \$10,000 was free money as the \$1,000,000 they had from the Resource Recovery Board until they put it into a specific account. He said that the particular account was making over \$10,000 per year in interest.

COMMISSIONER SIMONE said that she wanted to make sacrifices by standing shoulder to shoulder with residents and employees as they have all been told to cut back but they are not cutting back on what they want which was not sending a good message to them. She said that it all adds up.

VICE MAYOR SCHWARTZ said that there were 12 new staff members and she was unsure what they were going to do. She said the budget went from \$113,000,000 to \$131,000,000 and she said that a large part of that pertained to salaries. She also questioned about longevity. She said that she recalled Commissioner Simone asking City Clerk Joseph J. Kavanagh to look at frames/plaques. She said that the City does not pay for her health insurance and other Commissioners were paying for their respective family's health insurance and therefore, she would not take it away from them.

MAYOR RUZZANO questioned the issue regarding life insurance. He also said that he did not have a problem with any of the items which Commissioner Simone made reference to and asked if anyone wanted to take or amend them or from the Commission

- General account which was used for charities and was currently available for individuals.

COMMISSIONER SIMONE said that the Commission - General account was originally set up for those at the end of budget time and said that the former Commission had a number of charities which they gave money to which were lined items.

MAYOR RUZZANO said that he did not think that monies should be taken out of the Commission General to attend Broward League of Cities meeting. He said that he was unsure where he would want that to come out of and perhaps could add a new line item.

COMMISSIONER SIMONE said that she wanted to remove the Project Initiative of \$10,000 from the Resource Recovery Board so that the City Commission would not spend the \$10,000 at will.

ASSISTANT FINANCE DIRECTOR SCHWARTZ said that those particular funds were in a committed Fund Balance account and that she required them to take a vote and pass a Resolution to spend any of that money.

COMMISSIONER SIMONE said that she would like to take it out and put it back as Resource Recovery money not as Citizen Initiative money.

Discussion ensued as to where monies pertaining to matters such as tables for Broward League of Cities usually came from and clarification was sought from the City Clerk.

CITY CLERK JOSEPH J. KAVANAGH said that it typically came out of City Commission - General account but there may be other circumstances that it had come out of a different account or funding source.

MAYOR RUZZANO referred to Commissioner Peermans's account and asked whether it went to the Citizens. He said that as they lost an account, there was nowhere for the tables to come out from.

COMMISSIONER PEERMAN said that it paid for charity events such as golf tournaments but said that the \$10,000 was there as a place holder.

COMMISSIONER SIMONE said that she did not agree with the City's money being used for charities and said that they are in a deficit.

COMMISSIONER PEERMAN said that other cities give a lot more money to charities than Margate. She also suggested that they should change the name from City Commission - General to City Commission General Donations which was more specific and would avoid any confusion as to what that funding was used for.

INTERIM CITY MANAGER MAY confirmed that they could change the name to City Commission - General Donations.

CITY CLERK KAVANAGH sought clarification and asked that for the next fiscal year, items that were not deemed as a charity donation and are not from the Citizens Project Fund such as tables for events, which account would it come from them, especially if it fell between those two items. He said that he recalls that they used to come from the City Commission - General account.

COMMISSIONER PEERMAN asked what Promotional Activity was used for and suggested that the tables for events could be used from that funding as it would be used

for promoting the City.

COMMISSIONER SIMONE said that last year, she had a conversation with City Clerk Kavanagh but she recalled that they had over-budgeted on one of their accounts.

CITY CLERK KAVANAGH said that he did not know which account she was referring to but advised that anything that came out of a Commission account, even if it went over budget, would have to be approved by the Commission.

MAYOR RUZZANO asked what Citizen Project Initiatives was for.

COMMISSIONER PEERMAN said that that was for the Resource Recovery Board and Waste Management of \$1,000,000 as a placeholder. She also advised that to date, only \$20,000 had come out of the Citizen Projection Initiatives.

VICE MAYOR SCHWARTZ referred to page 65 and asked why they were financing two Ford Expeditions and suggested that they could be paid outright so that they did not incur a 2.29 percent interest fee.

FINANCE DIRECTOR BEAZLEY said that it was combined with the Fire trucks and it was around \$1,000,000 for a lease. She explained that was the direction from the City Manager at that time. She confirmed that it has a pre-payment penalty.

INTERIM CITY MANAGER MAY said that they see if it could be paid off.

VICE MAYOR SCHWARTZ advised that in future, they should not do anything with a pre-payment penalty.

MAYOR RUZZANO referred to the Community Development Block Grant (CDBG) on page 69 which was budgeted for \$25,000 and asked if they received \$325,000 from the state.

FINANCE DIRECTOR BEAZLEY explained that it was a placeholder in the budget and that they were talking to the County about the CDBG funds and confirmed that it would still be the City's funds. She said that in 2018, they will not have that money and that when she called Government Finance Officers Association (GFOA), they had to show something for budget. She said it was a minimal amount and they would do a budget amendment when everything was resolved with the County.

COMMISSIONER CAGGIANO referred to the Public Safety Impact fee and asked why it went from \$0 to \$489 to \$20,500 to \$290,000.

FINANCE DIRECTOR BEAZLEY explained that the Public Safety Impact fee was previously budgeted in the General Fund and as it was restricted money, they made a Special Revenue Fund which was used for expansion and certain improvements. She said for the current year, it was budgeted for two new Police Officer vehicles which are counted as expansion. She also explained that the acquisition of vehicles of \$72,000 and other equipment totaled \$207,000

MAYOR RUZZANO asked how the money got there and whether it would have been better spent on park improvements instead of Public Safety.

FINANCE DIRECTOR BEAZLEY explained that it was charged as a Building Permit process and they had an Ordinance that charged those fees which were restricted for



*public safety.*

*INTERIM CITY MANAGER MAY asked Chief Watson about the Police and Fire Impact fees and what could they be specifically used for.*

*POLICE CHIEF DANA WATSON explained that he did not know the specifics but explained that as it was an Ordinance, it had to be something new such as the recruitment for two new Police Officers and LPR cameras but not a recurring payment.*

*FINANCE DIRECTOR BEAZLEY read an extract from the Ordinance which explained that the fee was used for Police and Fire protection and for capital items.*

*VICE MAYOR SCHWARTZ referred to the Public Safety Impact fee for acquisition on Page 188 of vehicles and asked whether 16 vehicles were purchased last year.*

*FINANCE DIRECTOR BEAZLEY explained that typically, Police vehicles were in the general fund and as they were adding the new Police Officers, it enables them to buy the two cars.*

*MAYOR RUZZANO asked Interim City Manager May whether it was his decision on how the money was distributed as there were so many different ways it could be used. He said that there was \$290,000 and asked who determined where it went.*

*INTERIM CITY MANAGER MAY advised that it was by Ordinance.*

*FINANCE DIRECTOR BEAZLEY said that the money was used for capital items.*

*COMMISSIONER PEERMAN asked if the money could be used for body cameras.*

*INTERIM CITY MANAGER MAY said that body cameras are extraordinarily expensive but there were opportunities to use Law Enforcement Trust Funds for that and for special forces that dealt with drugs and other related issues pursuant to Chapter 932 of the Statute.*

*CITY ATTORNEY GONZALES read an extract from an Ordinance pertaining to the use of land funds.*

*VICE MAYOR SCHWARTZ said that monies from the Police and Fire Impact fees could be used to fund defibrillators in the Police cars for health and safety purposes.*

*COMMISSIONER SIMONE asked the City Attorney, City Clerk and Interim City Manager whether it would be more cost effective if the City bought them out of their 457 Plan and then they open up their own respective 457 Plans on their own accord.*

*Discussion ensued regarding this proposal.*

*INTERIM CITY MANAGER MAY said that it was for compensation they received and that this should still stay in place regardless of whether it would be in a form of 7%, contribution to FRS or in the form of their pay.*

*VICE MAYOR SCHWARTZ asked why some employees were given a double pension.*

*COMMISSIONER PEERMAN advised that it was negotiated by GJerry Blough and Eugene Steinfield.*

MAYOR RUZZANO said that the only way they can address the 457 Plan was to do a contract negotiation with all three employees prior to October 1, 2018.

COMMISSIONER SIMONE said that as they were receiving money for their respective 457 Plans, she wanted the City to stop contributing.

Discussion ensued about this proposal.

VICE MAYOR SCHWARTZ explained that it was already theirs and that you could not take it away from them as it was set up that way.

COMMISSIONER PEERMAN asked Commissioner Simone whether she wanted them to stop the 457 Plan and take 7 percent less than what they were earning.

INTERIM CITY MANAGER MAY explained that Commissioner Simone would in effect be asking for a 7 percent pay cut.

VICE MAYOR SCHWARTZ referred to a contract employee that also had a 457 Plan and asked whether the contract was negotiated solely by the City Manager.

INTERIM CITY MANAGER MAY explained that the contract was in place prior to his arrival.

POLICE CHIEF WATSON explained that agreement was made by the City Manager and approved by Resolution of the Commission and he also forfeited eight months of his 457 or drop money.

COMMISSIONER PEERMAN said that she would be more than happy to give two of the Commissioners a 457 Plan as it was a state run pension.

COMMISSIONER CAGGIANO referred to Page 89 and asked about the \$182,571 increase for two more positions. He also referred to Page 88 and questioned the numbers on the performance measures for Facebook users. He also questioned some of the other areas concerning media and said that some of the numbers have decreased.

INTERIM CITY MANAGER MAY explained that they were adding a new position and also that they would transfer the Grants Manager's position, which they were currently drafting up the job description, from another department. He explained that with the job transfer, there would be a decrease from the Economic Development department. He said it would be around \$80,000 - \$100,000 into the City Manager's office for the new positions and that they were looking to recruit another position. He said that the other position would be for an entry level to deal with social media and to hire an Assistant City Manager. He said that they have had Facebook for two years and comparing it to City of Coconut Creek, they have six employees in their Public Information Office and they have around 64,000 users and Margate has only 850 less users. He said that the performance measure figures were way off and confirmed that the website needed improvements.

COMMISSIONER CAGGIANO said that he could not go for \$100,000 when he saw those numbers. He questioned why they had an actual of 133 and then the following year's target was less than half.

INTERIM CITY MANAGER MAY said that they were trying to keep the public informed and getting out their name as fast as they could.

MAYOR RUZZANO said he had asked to hire an architect for the City but has never seen it in the budget and said that position should be considered.

INTERIM CITY MANAGER MAY explained that on Page 206, they had budgeted for a Project Manager in the Department of Economic and Engineering Services (DEES) and they could amend the job description for an AI qualification.

DEPARTMENT OF ENVIRONMENT AND ENGINEERING (DEES) DIRECTOR REDDY CHITEPU explained that they already have a Project Manager in Utilities and that they would probably utilize the same job description which was mainly from a construction background. He said that the job description for the new position could be modified to incorporate architectural design. He also said that one of the drawbacks in hiring an architect was that they could only do the architectural concepts but the City would require a structural engineer.

Discussion ensued as to whether the City should hire an architect or someone who had more versatility such as a structural engineer.

INTERIM CITY MANAGER MAY said that he had already discussed hiring a Project Manager and said that they would require a Project Manager more than an architect.

MAYOR RUZZANO disagreed as he said that the drawings would cost more than a man looking at a job. He said that he was only looking for an architect

INTERIM CITY MANAGER MAY indicated that they do not have that many jobs that would require site visits. He asked DEES Director whether he could add the position of architect to his budget.

DEES DIRECTOR CHITEPU confirmed that they could do that.

INTERIM CITY MANAGER MAY said that a senior level architect would not be required but would prefer a mid-level architect that had the required certification. He said that he would also consider an entry level and confirmed that they would have something in place for the Second Reading.

COMMISSIONER PEERMAN referred to the Social Media Assistant and said that the job entailed many tasks. She then referred to performance measures and said for next year, she would like to see 100 instead 50 but advised that it was a slow process and that in the past, they had no presence at all in terms of advertising and marketing. She said she was in support of the new position.

COMMISSIONER CAGGIANO referred to the budget of \$100,000 for staff and asked for a breakdown in terms of pay raises and recruiting for the entry level member of staff.

INTERIM CITY MANAGER MAY said 60/40. He said that the entry level person would require a degree and said that the salary could be up to \$50,000 and that most of the balance would pay for internal pay raises.

VICE MAYOR SCHWARTZ confirmed that on Page 471, the salary for the Multimedia Specialist was in the range of \$43,832 - \$61,497. She referred to Page 87 about job positions. She said that while she did not have a problem with an Assistant City Manager, she did not agree with the position of an 'Assistant to' the City Manager.

INTERIM CITY MANAGER MAY said that the Assistant to the City Manager would be responsible for sharing portions of the duties with Community Redevelopment Agency (CRA).

VICE MAYOR SCHWARTZ suggested that Economic Development should be headed by somebody who also headed CRA as they used to do previously. She also said that she was unsure what CRA did and would prefer somebody in-house.

INTERIM CITY MANAGER MAY said that they were looking to bring in new staff for Economic Development and confirmed that the positions would be replacements. He said that Economic Development would be integrated into the CRA.

**A motion was made by Vice Mayor Schwartz, seconded by Commissioner Simone, to remove the Assistant to the City Manager position.**

INTERIM CITY MANAGER MAY said that if they remove the position of Assistant to the City Manager, he would like a title change of the Communication Marketing Coordinator to either the Communication and Marketing Director or Communication and Marketing Manager. He indicated that the reason for that change would be that the Communication and Marketing Director would be supervising people.

COMMISSIONER PEERMAN asked the Interim City Manager to justify the Assistant to the City Manager's position without using the words CRA. She also questioned that as he was recruiting for an assistant to deal with PR and social media, that there was no need to recruit for an Assistant to the City Manager. She also asked what the Assistant to the City Manager would actually be doing.

INTERIM CITY MANAGER MAY said the issue was the workload. He stated that they are pumping out more information from his office that has ever been put out before. He said that if they want to be more pro-active, they need another person in his office. He also said that they would need a Multimedia Specialist and confirmed that they would require one or the other. He advised that the Assistant to the City Manager would assist both the Assistant to the City Manager, Adam Reichbach and the Public Information Officer with some of their duties.

COMMISSIONER PEERMAN asked if those duties could go underneath the Communication and Marketing Coordinator and Multimedia Specialist positions.

INTERIM CITY MANAGER MAY confirmed that would be possible. He said that if they removed the Assistant to the City Manager's position, they still required two people and that the titles did not matter.

Discussion ensued about removing the Assistant to the City Manager position and how the City Manager should communicate with the residents.

INTERIM CITY MANAGER MAY advised that if they delete the position of Assistant to the City Manager, with effect of October 1, 2017, the position held by Mr. Reichbach would no longer be in the City.

COMMISSIONER PEERMAN confirmed that she wanted the Interim City Manager to

*have those two people as they needed a spokesperson to manage and improve on the PR for the City of Margate.*

**An amendment was made by Vice Mayor Schwartz to delete the Assistant to the City Manager's position after October 1, 2017, pending the Interim City Manager hiring an Assistant City Manager. The vote carried by the following:**

**Yes: 5 -** Commissioner Caggiano, Commissioner Simone, Commissioner Peerman, Vice Mayor Schwartz and Mayor Ruzzano

**A motion was made by Commissioner Peerman, seconded by Vice Mayor Schwartz, that the Interim City Manager should be allowed to have a Communications Marketing Director/Manager and a Multimedia Specialist.**

*VICE MAYOR SCHWARTZ said that when there are new positions, she would like to see a job description so that she can understand what that person would do. She said that when the Fire Assessment was being discussed, it never made it into Margate Matters and that there should be a better way of getting the news in advance.*

*INTERIM CITY MANAGER MAY said that with the new website, they would be able to put the information out in real time as their current technology was constantly behind.*

*VICE MAYOR SCHWARTZ said that for all the performance measures, she cannot accept a zero percent change from year to year. She repeated that before she funds for the Multimedia Specialist position, she would prefer to see a job description.*

*INTERIM CITY MANAGER MAY confirmed that he would ensure that the performance measures and target goals would be changed.*

*COMMISSIONER CAGGIANO said that if they hire a Multimedia Specialist for \$58,000, they would be left with \$42,000 to spend on pay raises and he had a problem funding that. He said that he can only work with the numbers which he had in front of him.*

*INTERIM CITY MANAGER MAY said that everything contained in the budget was not to exceed numbers and asked if they cut it back to \$30,000, would that be acceptable. He indicated that the pay raise would probably be for one person. He said that the pay range for Communications and Marketing Director/Manager/Coordinator would be \$64,427 - \$90,391 which is on page 322.*

*Discussion ensued as to the salary amount for the positions and what the average pay would be.*

*COMMISSIONER CAGGIANO said that he was unhappy that there was a possibility that \$56,000 was being used for pay raises.*

*MAYOR RUZZANO said that the overall budget increase was around \$170,000.*

*INTERIM CITY MANAGER MAY explained that some of \$170,000 was for 'budgeted'*



raises only but it did not mean that the raise was actually there.

COMMISSIONER PEERMAN said that the salary range between the City and public sector was different and whatever money they have after making those recruitments would go back into the general fund.

COMMISSIONER CAGGIANO said that he wants to cap it from \$6,011 to \$5,071 and said that he would want to go lower and wanted to reduce the budgeted number.

INTERIM CITY MANAGER MAY said that he presented a budget that was fiscally reasonable and that he wanted them to gain his trust.

COMMISSIONER PEERMAN explained the process of a Multimedia Specialist and said that she assumed that their main job function would be to get the City on every single type of multimedia there was and that there was a lot more than just Facebook.

INTERIM CITY MANAGER MAY said that it was their choice as to whether they wanted that position but said that he wanted that position.

COMMISSIONER CAGGIANO said that it was not the person but the differential.

INTERIM CITY MANAGER MAY said that there was a difference to the Assistant to the City Manager and the Assistant City Manager. He said that he had a stack of paperwork for every line item but did not bring them to the meeting.

COMMISSIONER PEERMAN confirmed that she would be happy to give the Interim City Manager the two media people as the City needed it. She said that those two people would give them the ability of knowing how to market the City and utilize social media platforms. She said that they want the residents to have access to communication through multimedia.

VICE MAYOR SCHWARTZ asked whether they would pay the new recruits at the beginning of the salary range. She also said that when the Assistant to the City Manager position changed, the additional money that he was getting for working with the CRA would not be added to that salary.

INTERIM CITY MANAGER MAY said that they would be looking for an entry level range person at that salary range. He said that they can look at the salary for the new position to replace the Assistant to the City Manager.

VICE MAYOR SCHWARTZ she asked the City Attorney that apart from the budget meetings, whether there would be any other opportunity to discuss salaries.

CITY ATTORNEY GONZALES advised that she could discuss salaries with the City Manager but could not direct him on what he should do.

VICE MAYOR SCHWARTZ said that at the last meeting, they gave \$18,000 to the Assistant to the City Manager for additional duties.

INTERIM CITY MANAGER MAY said that it would need to be discussed at another meeting.

COMMISSIONER SIMONE said that she had concerns about the length of the meeting especially as they were expecting Hurricane Irma.

*INTERIM CITY MANAGER MAY advised that they would need the budget amended by the following day.*

**The motion carried by the following vote:**

**Yes:** 4 - Commissioner Caggiano, Commissioner Simone, Commissioner Peerman and Mayor Ruzzano

**No:** 1 - Vice Mayor Schwartz

**A motion was made by Commissioner Caggiano to reduce wages from \$611,000 to \$571,000, which failed for a lack of second.**

*FINANCE DEPARTMENT*

*FINANCE DIRECTOR, MARY BEAZLEY explained that they need to submit the budget by the following day as it was going to be advertised in the Sun Sentinel. She asked that for the architect position, if they could do a budget amendment for November as the Human Resources Director would need to get a salary range survey.*

*COMMISSIONER PEERMAN asked if they had the figures for the 457 plan.*

*ASSISTANT DIRECTOR SCHWARTZ explained that from July 1, 2017, the City's FRS contributions were:*

*45.50 percent for a City Commissioner*

*36.90 percent for the two Commissioners that were considered reemployed*

*7.92% for the one Commissioner who was under the regular class*

*Discussion ensued as to what the Commissioners should be receiving in comparison to the City workers.*

*CITY ATTORNEY GONZALES said he had concerns that it would conflict with the Charter provision that they cannot get more for Commissioners than any other City employer would be entitled to.*

*Discussions continued about the 457 plan but Mayor Ruzzano said that they should move onto Finance.*

*VICE MAYOR SCHWARTZ said that she still did not understand the Vehicle Allowance. She also said that the Police vehicles should be kept on the grounds of the City and be used as a work vehicle. She said that it should not be used for any other purpose as the City was paying for the gas and insurance.*

*INTERIM CITY MANAGER MAY said those who do not have a car, use the car allowance. He said that he would still have to have a car in the parking lot for general use and he did not have pool cars. He said that it was cheaper to give a car allowance*

than it was to buy a vehicle.

**A motion was made by Vice Mayor Schwartz that everyone gets \$3,600 for a car allowance.**

*INTERIM CITY MANAGER MAY said that those staff that have use of the vehicles drive them back and forth to work but on occasions, may use them for grocery shopping. He said that he was unsure if there was a policy for staff not to use City vehicles for vacation as the majority of staff had their own separate cars but he would look into that.*

*VICE MAYOR SCHWARTZ asked what the policy would be if a Police Officer was called out on an emergency while driving the vehicle with their family.*

*INTERIM CITY MANAGER MAY said that they would probably drop their families off or bring them to work. He also confirmed that it was Department Heads that received the car allowance.*

*CITY ATTORNEY GONZALES read an excerpt from a Statute that says it was the City Manager's decision as to whether they should provide cars for personnel. He said that it would not make sense to remove cars from people.*

*VICE MAYOR SCHWARTZ said that she was not looking to remove cars from staff who have to go to work in the car but she found it unacceptable for those who did not actually require it. She said it was like a double raise for someone.*

**A motion was made by Vice Mayor Schwartz to let the people keep the cars and others track their miles.**

*INTERIM CITY MANAGER MAY confirmed that there were only three members of staff that received a car allowance being the Economic Development Director, Finance Director and HR Director. He said everyone else receives a car. He also confirmed that every quarter, they have to pay taxes for the value of those vehicles.*

*MAYOR RUZZANO said that they could make it \$300 per month for those Directors who receive a car allowance and any new Directors hired thereafter could use a City car without the additional \$300.*

*INTERIM CITY MANAGER said that they would not save a tremendous amount of money if the staff took their vehicles back and forth. He said that there are no other Cities that make their Department Heads buy their own cars and he said that Coconut Creek give their Administration Officers \$600 per month for their vehicles.*

**HUMAN RESOURCES DEPARTMENT**

INTERIM CITY MANAGER MAY explained that new hires receiving Longevity ended in 2011 and the average employee lasts at the City between 14 – 15 years. He said that staff would receive an extra \$1,000 per year after 10 years and after 15 - 20 years it would be \$2,000 and from 20 years onward, it went to \$3,000 per year. He said that within 10 years, those staff would have been phased mainly due to retirement. He said that he was unsure if the Longevity can be stopped right now but he would check on it. He also mentioned that it was also in the Union Contracts which would have to be bargained out.

VICE MAYOR SCHWARTZ said that she believed in 1991, only Police and Fire received those payments and asked why it expanded to the whole of the City. She also asked why it was not capped when it ended in 2011.

COMMISSIONER PEERMAN said that it was brought back in 2004 and Commissioner Bross notified the City and residents that they had to provide Longevity to all staff in accordance to the Union Contracts. She also said that the City Commission had to accept it.

#### ECONOMIC DEVELOPMENT DEPARTMENT

ASSISTANT FINANCE DIRECTOR SCHWARTZ explained that for the Professional Services - Others account of \$40,000, the previous Director had listed contracted services for Public Art initiative and contracted services for Economic Development planning studies. She said that the \$30,000 for building space pertains to leasing space on Atlantic Boulevard.

DEES DIRECTOR CHITEPU explained that the line item for \$40,000 for professional services was for any consultant services they use such as surveys, studies or research for Impact Fees.

MAYOR RUZZANO said that he would like to meet the people in Economic Development as he was unsure what they did.

INTERIM CITY MANAGER MAY provided an update of the positions held within Economic Development. He said that there had been some restructuring in the department and that Associate Planner Pinney had taken on the role as a Senior Planner and was receiving upgraded pay. He said that there were currently six employees in the department and that they were possibly looking to fill another three positions which would include an Economic Development Director and another Associate Planner. He also advised that the Planners have to work close with Richard Nixon at the Building Department.

DEES DIRECTOR CHITEPU explained that Associate Planner Pinney did most of the Ordinance and planning work and he was training Andy Dietz on the zoning and permit process which he used to do. He said that due the amount of work involved in processing permits, they were utilizing the help from the Community Development Inspector.

MAYOR RUZZANO asked if Andy Dietz could be transferred to DEES.

INTERIM CITY MANAGER MAY said that he was unsure if they could do that but they could look into it.

VICE MAYOR SCHWARTZ referred to the local business tax receipts and asked why only 75% were received on time and not 100% compliance. She also said that if seven days was too little for a response, they should increase the days but not lower the percentage of performance.

DEES DIRECTOR CHITEPU said that it was a top target said that the actual was 82% and that there were quite a portion of businesses that did not renew.

INTERIM CITY MANAGER MAY said that they will adjust and tighten up the performance measures.

#### OFFICE OF THE CITY CLERK

CITY CLERK JOSEPH J. KAVANAGH said that he discussed with the City Manager during the Budget Review that they would include iPads in the City Commission budget. He said that they wanted to link the iPads with the Granicus and the Legistar program for the Agendas. He said that they have a Windows app and said that in the first instance, he wanted to test it and make sure the functionality was at a level they required. He indicated that the iPad service contract expired on November 30, 2017. He also explained that the Service Center was based in Chicago which could cause problems if they required repairing and will see if there were any other repair centers which were in closer proximity to Florida. He said that he would also discuss with Information Technology Director, James Wilbur, about testing the product concerning the compatibility of the Windows application.

INTERIM CITY MANAGER MAY asked that if the iPads became obsolete, whether to allow individual Commissioners could buy the same for a fair market value.

CONSENSUS was given by the Commission to allow Commission to buy obsolete iPads.

CITY CLERK KAVANAGH advised that he spoke with Purchasing Manager, Spencer Shambray, about selling the iPads and that he said that the decision was with the Interim City Manager.

CONSENSUS was given by the Commission to discuss the 457 Plan at another meeting.

VICE MAYOR SCHWARTZ said that their staff should undergo an evaluation before receiving a pay rise.

INTERIM CITY MANAGER MAY advised Vice Mayor that she should review the Contracts pertaining to pay rises. He also advised that those numbers were placeholders and once the budget had passed, they can change the numbers in a budget amendment. He said that the Code Compliance Officer was going to be in the FPE Bargaining unit. He also advised that he would come back to the Commission about the Non-Bargained employees which were typically the same as what the other Unions had received. He also indicated that it would depend on what the Contract said as to whether it would have to go back to the Commission. He said that at October 1, 2017, the staff would continue receiving the same salary retroactively.

#### CITY ATTORNEY'S OFFICE



COMMISSIONER PEERMAN said that due to her heavy workload, she thinks that Nancy Popick was doing two jobs. She said that she believed that her pay should either be increased or they should hire someone to assist her. She advised that the City Attorney always had a Secretary.

INTERIM CITY MANAGER MAY said that they had some money put aside in the City Manager's budget for exploring some of those possibilities.

MAYOR RUZZANO said that he had asked for a lot of things for the City Attorney to look into such as the Impact Fees which they spoke about eight to nine months ago.

CITY ATTORNEY GONZALES said that Impact Fees was a development and planning issue which he had no control over. He explained that he was working with previous Economic Development Director Ben Ziskal who had now left and that movement did not go forward with him but he said that he brought forward the Ordinances and Resolutions which were requested and processed quickly.

VICE MAYOR SCHWARTZ said that the City Attorney's Health and Life Insurance went from \$19,790 to \$25,000 and said it was a huge difference.

ASSISTANT FINANCE DIRECTOR SCHWARTZ explained that they had to project for a rather sizable health insurance increase and would not know the exact figure until November 2017. She also advised that the City Attorney's Family Coverage was close to \$21,000 and it would also depend on plan and level they would take.

INTERIM CITY MANAGER MAY repeated that it was a placeholder. He said that they put in a high number for that but hoped it came in under that number.

HUMAN RESOURCES DIRECTOR WEHMEYER said that they hoped to receive the initial projections shortly. She explained that Cigna would negotiate with the Gehring Group and advise the City as to whether they should look at other carriers and do a bidding process or come back to the City with something that was fair. She advised that their initial figure usually comes in high as they refer to the ratio of the last 12 months. The Gehring Group advised the City that they should not be self-insured but they review every year to see what was best for them.

MAYOR RUZZANO had concerns that the City Attorney's Life Insurance was close to \$25,000. He also questioned why the City Commission's Life Insurance was lower and why they were not receiving the same amount as the City Attorney.

INTERIM CITY MANAGER MAY advised that only two Commissioners take Life Insurance. He also explained and reminded them that all staff receive a minimum of \$35,000 Life Insurance. He said that he would have to check the Resolution but if the Commission received \$250,000 Life Insurance, then they would have to give the rest of the employees the same.

MAYOR RUZZANO said that he wanted to change the Resolution.

Meeting reconvened after a short recess. Commissioner Peerman left the meeting at 12:35 a.m.

*Discussion ensued regarding Resolution 12-136.*

*CITY ATTORNEY GONZALES asked whatever action they take, he requested that he should bring it back at the next Notice Commission Meeting retrospectively. He said that it was a significant policy. He also explained that as it was the meeting pertained to Budgets and this Resolution had not been noticed, it had to be brought back.*

*MAYOR RUZZANO explained that it was a Resolution that was put into play from a previous Commissioner and did not think it was longer relevant going by that policy. He explained that he had a bad experience due to this Resolution.*

*VICE MAYOR SCHWARTZ said that due to a previous Commissioner's misuse of a credit card, she agreed with Mayor Ruzzano that there was no need to have that Resolution. She confirmed that the Resolution should be brought back to the meeting scheduled September 27, 2017 to rescind.*

#### **POLICE DEPARTMENT**

*INTERIM CITY MANAGER MAY confirmed that from the staff of 10, there could possibly be two or three Captains and seven Lieutenants and one would be named as the Assistant Chief who would be appointed by the Police Chief. He said that the applicant would have to be either a Lieutenant or Captain and would need to undertake an Oral Board exam and would have to go through the Civil Service process.*

*HUMAN RESOURCES DIRECTOR WEHMEYER explained that the Civil Service Board process was to ensure that the process was carried out in a specific and impartial way and that they were following their rules. She explained that she would be on that panel which would also include a representative from the Civil Service Board together with the Police Chief. She also explained the process of having a scoring sheet which was often used for promotions.*

*MAYOR RUZZANO had concerns that some people did well in certain parts of the assessment but not in other areas and could be penalized for failing in one area.*

*INTERIM CITY MANAGER MAY said that some people were book smart but did not have common sense.*

*COMMISSIONER CAGGIANO asked what a Teletype was for \$287,000.*

*POLICE CHIEF WATSON explained that by Law, you have to have some form of radio 24/7 and Teletype is a center where they run tags, people and licenses. He also explained that the City disbanded their Communications Center and now have a contract with the City of Coconut Creek. He also advised that when the County took over the radio system, they were not willing to take over Teletype. He then referred to salaries and said that Special Duty Details was being budgeted to \$300,000 due to the new contracts with Wal-Mart. He said that the Contractors pay the City and the City pays the Officers.*

*COMMISSIONER SIMONE said that she did not see the Drug Abuse Resistance Education (DARE) Officer listed in the budget. She also explained that she would like to*

*pursue having retired Police Officers in their school for the School Resource Officer (SRO) and that they could hire retired officers as they would only need to be paid when the school was in session and they did not need to pay any additional benefits.*

*POLICE CHIEF WATSON advised that he would prefer to have a fully engaged dedicated Police Officer and said that he had concerns that a retired officer may not have the patience to deal with children but he would seek the direction of the Interim City Manager to undertake a study to see how much they would save. He said that he was happy with the program they already have. He explained that when the schools are out on vacation, the SROs work regular duties at the Department and work a full schedule like a regular Police Officer.*

*COMMISSIONER SIMONE disagreed and said that voluntary retired police officers were willing to dedicate their service by doing the SRO job. She explained that as they had already done their service, they would not be doing it purely for monetary reasons. She also advised that SROs could not discipline the children and were there to be a buddy to the kids. She also advised that the SROs are not full time at the school and can leave to another school if there was a problem. She said that could be a problem as the schools would not be covered all the time and said that a retired officer could be there from 8:00am – 2:00pm and would not be asked to go to another school to help out or needed on patrol.*

*POLICE CHIEF WATSON said that were four schools that have full time SROs and were not placed there for security but for building relationships with the children. He said that it would only be an extreme emergency if they needed all hands on deck for a horrific scene. He said that the contract was with the County which stipulated that they can remove the Officer from time to time for important issues such as a shooting.*

*COMMISSIONER SIMONE disagreed and said that with her experience working at schools, the SROs were not often not there.*

*VICE MAYOR SCHWARTZ explained that she had also experienced SROs not always being easily available on campus. She also asked whether they were getting new vehicles as she noted that the maintenance equipment went from \$129,000 - \$180,000 and suggested that they needed new equipment rather than repair the old.*

*ASSISTANT FINANCE DIRECTOR SCHWARTZ said that there were 20 items listed on the operating expenses which included the Motorola radio maintenance, TAP agreement and Office of Security and Strategic Information (OSSI) maintenance.*

*POLICE CHIEF WATSON said that the operating expenses were not just vehicles and explained that the OSSI was the software that maintains all of their information in their data banks.*

#### **FIRE DEPARTMENT**

*COMMISSIONER CAGGIANO questioned that in 2015 and 2016, maintenance and testing of Insurance Services Office (ISO) equipment was zero and in 2017, it had increased to \$171,000.*

*INTERIM CITY MANAGER confirmed that it was previously in DEES but now it was part of the Fire Department. He also advised that gas, oil and coolant was also previously*

*listed in Public Works but now the cost allocation shows what each department uses.*

#### **BUILDING DEPARTMENT**

*COMMISSIONER CAGGIANO sought clarification on the general allocation of costs and Professional Services.*

*ASSISTANT FINANCE DIRECTOR SCHWARTZ explained that they had an outside study for the costs allocation and said that it was always included at the end of year but have just started included it in the budget to show the transparency of the true cost of running the building department upfront. She also explained that with the Professional Services, they have one contract with the County and two other contracts with private agencies to assist with inspections.*

*BUILDING DIRECTOR RICHARD NIXON confirmed that they still have the two agencies doing the inspections. He also said that some of the budget would go to new hires. He advised that the \$288,000 was being used to upgrade their computer software for online services such as the acceptance of reviewing plans, building permit applications, blueprints and plans.*

*INTERIM CITY MANAGER MAY indicated that there should be a significant amount that would go back into the Building reserves fund.*

*IT DIRECTOR JIM WILBUR said that they were getting an electronics plans review software and they were trying to get the whole Building process to be electronic. He said that it would enable businesses and residents to upload their plans online which would simplify the process more efficiently. He said that normal maintenance would be between 15 percent to 20 percent of the original cost but that would be subject to negotiations.*

#### **FINANCE DEPARTMENT**

*MAYOR RUZZANO asked for an update on the credit card process as he said that he spoke with one of the credit card processors and was informed that only certain people can bid on the process.*

*FINANCE DIRECTOR BEAZLEY said that the City had recently upgraded the credit card processing to Click2Gov3 which was compatible with HTE. She explained that with that upgrade, they have partnered with certain vendors that were compatible with them. She advised that they were currently in a contract with Automated Merchant Services (AMS).*

*MAYOR RUZZANO advised that the person he spoke with said that they should not sign the agreement in December and that they could save the City a lot of money but forewarned by saying that they may have to buy the information they have with the existing company and the fee could be high.*

*FINANCE DIRECTOR BEAZLEY said that Click2Gov3 was compatible with HTE.*

*INTERIM CITY MANAGER MAY said to switch over from HTE could take up to five years with a cost of up to \$3,000,000. He said that any software would be proprietary to*

*whatever people were compatible to use their system.*

*IT DIRECTOR WILBUR confirmed that having done some research with other cities, the figures provided were estimates from a couple of years ago. He said that they were the biggest software vender for use of compatibility in County Government within United States. He said that two weeks ago, they had put in new software and hardware.*

*INTERIM CITY MANAGER MAY advised that all the City's software for Engineering, Parks and Recreation and Public Works are all integrated into one system and it would be a massive conversion to switch everything over. He said that they could get another estimate with a credit card company. He also advised that they would look at other companies that were compatible with HTE but to change over to any other system would be a massive undertaking.*

*FINANCE DIRECTOR BEAZLEY confirmed that they had already received an estimate from another vendor and said that AMS came out cheaper. She also advised that the company that came in did not have any other city clients.*

#### *IT DEPARTMENT*

*IT DIRECTOR WILBUR said that he was reclassifying a position within his department and that he was previously employed as an Application Specialist. He said that he was doing a good job and working above his work classification. He said that he was unaware that there were continued problems with the internet at the City but said that the issue from before should not have come back.*

#### *PUBLIC WORKS DEPARTMENT*

*VICE MAYOR SCHWARTZ said that she wanted to compliment both the prior and present Public Works Directors on completing a 100% 24 hour turnaround on inquiries.*

*COMMISSIONER CAGGIANO asked about the Operating Services for the 2015 contract for the bus service that went from \$358,000 to \$0.*

*INTERIM CITY MANAGER MAY confirmed that it went into the Roads Account.*

#### *PARKS AND RECREATION DEPARTMENT*

*PARKS AND RECREATION DIRECTOR JONES advised that he had spoken to three vendors about the Lazy River at Calypso Cove and said that it requires a new pumphouse and that it was a matter of scaling and sizing it and seeing what they could do. He said that Royal Palm Park was a public park and Calypso Cove was located inside it. He said that if they did decide to redesign Calypso Cove, it could impede on the public's use of a public park and that there could be implications. He said that they could redesign the whole park to make it one giant facility but it would be a paid for facility 100 percent as opposed to the public park portion of it. He said that the two parks operate two different set of hours.*

VICE MAYOR SCHWARTZ asked why they had a smaller budget for Tree City USA than the previous year.

INTERIM CITY MANAGER MAY advised that they went from \$5,000 to \$3,500.

PARKS AND RECREATION DIRECTOR JONES said it was just tightening of the budget throughout each account. He said they need to have a dedicated line item to be recognized. He said that with the budget, there was a tree giveaway in Arbor Day in April. He said that they no longer plant trees at schools but only in public parks. He said that although the Communication Services went down to \$10,000, it did vary from year to year due to upgrades. He advised that they communicate using cell phones with walkie-talk style application.

INTERIM CITY MANAGER MAY also confirmed that some of the decrease was due to the fact that they cancelled the landlines with Suncom.

MAYOR RUZZANO said that a resident asked if they could plant trees on Rock Island Road.

PARKS AND RECREATIONAL DIRECTOR JONES said that there were height restrictions and that it was an FPL Easement. He also confirmed that they had their own advertising budgets. He said that as part of the Repair and Maintenance, they were considering replacing all their sand-free playgrounds with rubber or turf and new playgrounds would all have that design. He confirmed that they oversee the median landscaping within the City with other contractors.

VICE MAYOR SCHWARTZ said that she wanted to congratulate them on obtaining the grant for a Professional Services contract.

PARKS AND RECREATION DIRECTOR JONES confirmed that the 31st Street Project was ongoing. He advised that all landscaping came through his department and that it was a matter of whether they did it inhouse or contracted it out. He explained that they only initiated the performance measures for tracking residents and non-residents quite recently and his goal was to have at least 33 percent of Margate residents attend Calypso Cove. He said that Margate residents paid a lower admission fee and that the majority of people came from areas that do not have waterparks such as North Lauderdale and Lauderdale. He said that they were advertising and trying to get more locals to attend and that he also was considering a dedicated Resident Day that he would discuss with the City Manager.

Discussion ensued regarding Performance Measures starting on page 154.

VICE MAYOR SCHWARTZ referred to the Performance Measures for the sidewalks repaired and mitigated within 24 hours of complaint and asked why it would not be 100 percent.

INTERIM CITY MANAGER MAY said that due to major damage, many of those repairs could not be repaired within 24 hours and he indicated that the term 'repaired' or 'mitigated' should just say repaired. He also advised that in the past few years, they purchased a very good grinder for \$13,000 which was good at getting rid of trip hazards.

COMMISSIONER SIMONE asked whether \$1,000,000 would be spent on the Dog Park.



PARKS AND RECREATION DIRECTOR JONES said that this had previously been discussed at a Budget Workshop and the Dog Park portion of it will not be for \$1,000,000 but would cost approximately \$500,000 or less. He explained that the \$1,000,000 was being used for a combination of improvements that included Firefighters Park which they also wanted to extend to include landscaping. He said that they have not moved forward with services up to the conceptual plans and he explained the process about the task order.

COMMISSIONER SIMONE said that when she attended the "Neighbors Meeting Neighbors", the people were interested in gardens and landscaping and spoke about wanting a community garden. She asked whether it would be possible to use Greenwald Park.

PARKS AND RECREATION DIRECTOR JONES said that although it would not cost that much to put a garden there, he said that he was unsure if it would be a good location for the City's only garden due to the location and a lack of parking. He said that he would prefer a more central location.

MAYOR RUZZANO referred to the Dog Park and recommended that they should piecemeal that area as they could save at least 35 percent but said that in the first instance, they should get a Site Developer to suggest where they could put the perimeter fencing and have them do the underground work. He also asked what was being done to the roof of the Firehouse.

PARKS AND RECREATION DIRECTOR JONES confirmed that this request was already in hand.

INTERIM CITY MANAGER MAY advised that preventative maintenance was being carried out on the roof of the Firehouse which was included in the 10 year contract.

COMMISSIONER CAGGIANO referred to Page 252 and asked about the Estimated Project Cost at \$350,000 and said that it did not add up as it looked like \$50,000 for a five year total.

MAYOR RUZZANO advised that if they referred to the budget in 2015, it would have answered a lot of the questions that was contained in the current budget.

ASSISTANT FINANCE DIRECTOR SCHWARTZ indicated that the Purchase Order was cut in August and would rollover onto Fiscal Year 2018 until the job was complete. She also advised that it was actual as of June 30, 2017 where the money had not been spent.

COMMISSIONER CAGGIANO said that \$260,000 seemed a lot of money to upgrade from Windows 7 to Windows 10.

IT DIRECTOR WILBUR advised that it was not just replacing the operating systems but also for replacing the computers. He said that they have 268 desktop computers and 153 were already five years old and he advised that for efficiency purposes, when computers start getting old, they should be replaced before they break. He indicated that over the next two years, they were going to replace 130 computers next budget year and then the following year, another 130 computers.

COMMISSIONER CAGGIANO also referred to Page 249 and said that the description justification did not saying anything about replacing computers and read an extract from

the same. He referred to pages 250 and 251 and had concerns of spending over \$200,000 on new phones.

IT DIRECTOR WILBUR confirmed that he would add hardware and software. He explained that boxed software was being phased out and it would be an annual subscription fee. He advised that they had purchased all the licensing from Microsoft Office 2016 and explained that one of the advantages would be that it would lock them in without having to pay any subscription fees for up to eight years. He also advised that they will be replacing the phone system by 2019 with new computerized based software that can plug into the computers as the current system was 35 years old and parts for repairing the phones will eventually prove difficult to find.

COMMISSIONER SIMONE said that that one of the disadvantages of using Voice Over Internet Protocol (VOIP) systems was that when the internet goes down, the phone goes down.

IT DIRECTOR WILBUR explained that the phone line would not go down as it would go through to a different cabling system. He also advised that with the computer system, they can have back-up computer systems backing up the server and if they experienced any issues, they could restore things a lot faster. He also indicated that they would have a lot more control of how they wanted the phone system to work.

MAYOR RUZZANO referred to Page 271 and questioned whether the Impact Windows was just for the Police Department or whether it was inclusive of City Hall. He said that he wanted to see the City have Impact Windows and explained that he was unaware that the City did not have a shelter for the hurricane. He said that he wanted to see a Community Center being built and being used for the City's shelter.

INTERIM CITY MANAGER MAY said he would need to look if the Impact Windows did include City Hall as it appeared that it was just budgeted for the Police Department.

VICE MAYOR SCHWARTZ had concerns about the recent repairs and breakdowns of the elevators and also questioned the price for the maintenance contract for the two elevators and asked when the work would be carried out.

INTERIM CITY MANAGER MAY said that he was unsure of the date of the repairs for the elevators.

DEES DIRECTOR CHITEPU referred to Page 273 and explained that the sewer line of \$100,000 was a Placeholder for any work that came up and it was not an overall Cured-In-Place Pipe (CIPP). He then referred to Page 283 and said that for sewer-lining, they spend an annual expenditure of \$500,000 and said that on Page 289, it illustrated one of the bigger projects for the sewer line replacement. He referred to Page 274 and said that for the next five years, they had planned out and identified areas that they were going to replace. He said that portions of the planned areas for 2017 were already under construction and up until 2021, they have plans to replace lines and the budget was based on that. He said that the Water Plant was 16 years old and due to new regulations, he said that they would look into having an nanofiltration system in the near future.

MAYOR RUZZANO asked about the cut of \$2,500 for the Mayor's Fitness Challenge.

ASSISTANT DIRECTOR SCHWARTZ confirmed that the two items that were cut were \$2,500 for the Mayor's Fitness and \$400 for the cellphone. She said it was a total of less than \$3,000.

**A motion was made by Vice Mayor Schwartz that they leave the Mayor's Fitness Challenge Fund exactly the way it is and if it is not used, it is returned to the General Fund.**

*CITY ATTORNEY GONZALES said that there was a Motion to Adopt the tentative budget and there was a second for that. He suggested incorporating the Motion that was just made into the overall Motion.*

*MAYOR RUZZANO asked whether they would consider going back to a five day work week. He said that many residents asked him why they were not opened five days per week. He also asked how problems such as a resident's water being turned off on a Thursday and having to wait for the Monday to get it resolved.*

*INTERIM CITY MANAGER MAY said that the four day work week saved the City money and that productivity works better on a four day week. He said that improvements had been made and that DEES, Parks and Recreation, Public Works, Fire and Police Departments all do shift work. He said that they were doing all they could to satisfy the customer's needs. He also advised that there was only half of the City worked a four day work week.*

*VICE MAYOR SCHWARTZ said that due to some national holidays being on a Monday which would result in a three day work week, asked whether staff could work longer hours such as four, eight hour days that week similar to what the School Board did. She said that it did not help businesses if the City only worked three days that week. She also asked whether it was an experiment to go to a four day week and said that some staff may not want to work a five day week.*

*INTERIM CITY MANAGER MAY said that he could go over the numbers and bring it back at another time. He also advised that when the switch to a four day week occurred, there was strong resistance from the employees. He said that the departments that work a five day week, some of the staff have staggered hours and alternating shifts over a four day period. He said that he would have to look at the Union contracts for more specific information pertaining to federal holidays falling on a working week. He said that they were doing all they could to appease the Margate residents.*

**The motion carried by the following vote:**

**Yes:** 3 - Commissioner Caggiano, Vice Mayor Schwartz and Mayor Ruzzano

**No:** 1 - Commissioner Simone

**Absent:** 1 - Commissioner Peerman

### **3) ORDINANCE(S) - FIRST READING**

- A.** [ID 2017-537](#) ADOPTING AN OPERATING BUDGET FOR THE CITY OF MARGATE, FLORIDA, FOR THE PERIOD BEGINNING OCTOBER 1, 2017, AND ENDING

SEPTEMBER 30, 2018; PROVIDING FOR A BUDGET FOR THE GENERAL FUND, SPECIAL REVENUE FUNDS, DEBT SERVICE FUND, CAPITAL PROJECTS FUND, ENTERPRISE FUNDS, AND INTERNAL SERVICE FUND; PROVIDING FOR A MILLAGE RATE; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

**A motion was made by Commissioner Caggiano, seconded by Vice Mayor Schwartz, that this Ordinance - 1st Reading, be approved.**

**Yes:** 3 - Commissioner Caggiano, Vice Mayor Schwartz and Mayor Ruzzano

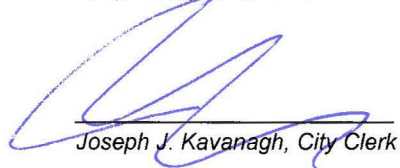
**No:** 1 - Commissioner Simone

**Absent:** 1 - Commissioner Peerman

#### ADJOURNMENT

*There being no further business, the meeting adjourned at 2:41 a.m.*

*Respectfully submitted,*



\_\_\_\_\_  
Joseph J. Kavanagh, City Clerk

*Transcribed by Salene E. Edwards*

Date: 11/30/18