



TOWN OF PALM BEACH

Town Clerk's Office

MINUTES OF THE SPECIAL TOWN COUNCIL MEETING HELD ON MONDAY, MARCH 5, 2018

I. CALL TO ORDER AND ROLL CALL

The Special Town Council meeting was called to order on March 5, 2018, at 1:00 p.m.
On roll call, all elected officials were found to be present.

II. PLEDGE OF ALLEGIANCE

President Kleid led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Council Member Araskog, and was seconded by Council Member Lindsay, to approve the Agenda, as printed. On roll call, the motion passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS – None

V. NEW BUSINESS

A. Presentation of Comprehensive Review of Town Operations Executive Summary
Kirk W. Blouin, Town Manager

President Kleid spoke regarding the procedure for reviewing and commenting on the items in the CROTO.

It was the consensus of the Town Council to presume approval of each item unless stated otherwise through comment and discussion.

Town Manager Blouin provided an executive summary and overview of the CROTO.

Below is a summary of the action items for Tables A, B and C:

1. Table A - Cost Saving Measures to be Implemented Immediately or in FY19 Budget

1 FIRE-RESCUE

2
3 Item #3 – Reduction of Midtown Beach Lifeguard positions

4
5 Discussion ensued regarding public safety concerns with reduced staff and
6 possible impact to state and federal funding.

7
8 **It was the consensus of the Town Council to place Item 3 in the “To be Determined”**
9 **category pending further study.**

10
11 HUMAN RESOURCES

12 Item #21 Modifications to Merit Pay System

13
14 Danielle Olson, Director of Human Resources, provided an overview of the
15 proposed changes to the Merit Pay System.

16
17 Discussion ensued regarding the proposed options for employee
18 performance pay, cost savings, impact to retaining and recruiting the best
19 employees, staying competitive with the market, providing a lump sum
20 bonus to employees who are “topped out”, and what the entire employee
21 compensation package entails.

22
23 Michael Ainslie, 202 Plantation Rd., spoke regarding the reported range of
24 employee salaries that are not competitive to the marketplace.

25
26 **It was the consensus of the Town Council to direct staff to present a new column in the**
27 **Employee Compensation table, labeled C1 with the option of a .5% performance pay**
28 **increase and to focus on staying competitive with the market. Staff was also requested**
29 **to present a new employee compensation package to the Town Council (with a**
30 **breakdown of the Public Safety and General Employee population) as part of the**
31 **Long Term Budget Plan for further discussion at the Budget Workshop scheduled on**
32 **April 9, 2018.**

33
34 PUBLIC WORKS

35 Item #36 – Reduction of Lake Trail Sweeping

36 Item # 40 - Transfer maintenance of all 18 Town Owned Signalized traffic
37 Intersections to Palm Beach County

38
39 **It was the consensus of the Town Council to deny staff’s recommendation for Items**
40 **36 and 40, listed above.**

41
42 TOWN MANAGER’S OFFICE AND RELATED PROGRAMS

43 Item #50 – Eliminate Rotary Club Membership

44 Item #53 – Provide paperless Agenda Packet

45
46 Anita Seltzer, 44 Cocoanut Row, spoke regarding the need for additional staff in
47 the Town Clerk’s Office and requested the Town Council to reconsider their
48 decision approving the elimination of the Administrative Assistant position. She

1 also spoke regarding the protection of email addresses.

2
3 **It was the consensus of the Town Council to deny staff's recommendation for Items**
4 **50 and 53, listed above.**

5
6 RECREATION ENTERPRISE FUND

7 Item # 72 – Reduction in Hour of Private Security

8 Item #74 – Replace golf pull carts every other year.

9
10 Discussion ensued regarding the importance of providing surveillance and
11 security guards at the Town Docks and options for providing adequate
12 indoor storage for the pull carts at the Par 3.

13
14 **It was the consensus of the Town Council to approve staff's recommendation for**
15 **Items 72 and 74, listed above; with the additional direction to look into acquiring**
16 **vinyl golf cart covers in order to extend the life of the pull carts.**

- 17
18 2. Table B – Potential Revenue Options and Other Expenditure
19 Considerations:

20
21 POLICE DEPARTMENT

22 Item # 6 – Reimbursement of POTUS Overtime

23 Item #7 – Add Kiosks throughout Town to Increase Parking Meter Rates

24
25 Anne-Marie Taylor, Deputy Chief of Police, spoke regarding retention
26 issues in the police staff and an inequity in the overtime policy for police
27 and general employees.

28
29 Jay Boodheshwar, Deputy Town Clerk, spoke regarding the placement of
30 on or off-street parking kiosks, such as Parkmobile, throughout certain
31 commercial areas and the beach.

32
33 **It was the consensus of the Town Council to direct staff to investigate Item 6 further**
34 **and bring it back to the Budget Workshop meeting on April 9, 2018.**

35
36 **It was the consensus of the Town Council to direct staff to defer Item 7, pending**
37 **further study and to report back at a Special Town Council Meeting - Workshop.**

38
39 PERSONNEL AND BENEFITS

40
41 Item #23 – Increase General Employee Defined Benefit Contribution.

42 Item #24 – DC Plan for new hires

43
44 **It was the consensus of the Town Council to defer Items 23 and 24, pending further**
45 **study.**

46
47
48 RECREATION ENTERPRISE FUNDS

Item #37 – Raise non-resident differential from 15% to 25% over resident rates

Item #40 – Restructure existing instructor agreements

Item #41 – Institute a non-resident fee for community based special events

Beth Zickar, Director of Recreation provided an overview of the fee increase for Item #37.

It was the consensus of the Town Council to defer Item 37, pending further study.

It was the consensus of the Town Council to deny staff's recommendation for Items 40 and 41.

OTHER FUND CONSIDERATIONS – POLICY ACTION

Jane Le Clainche, Director of Finance, provided an overview of the items below and requested guidance on the following policy matters:

a. The Debt Service Reserve

Discussion ensued regarding appropriate ways to use the reserves in the debt service fund to benefit other programs.

It was the consensus of Town Council to utilize the reserves in the Debt Service Fund to lower the Town's annual fund transfer to the Unfunded Actuarial Accrued Liability (UAAL).

b. OPEB TRUST

It was the consensus of the Town Council to direct staff to keep the extra funds from the OPEB trust in abeyance and provide a recommendation at the next Retirement Board of Trustees meeting.

c. One-Cent Sales Tax

It was the consensus of the Town Council to keep the funds from the one-cent sales tax in abeyance and provide a recommendation at a later date.

3. Table C – Additional Options for Future Cost Savings – Not Recommended:

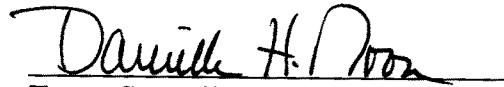
It was the consensus of the Town Council to approve staff's recommendations for all of the items listed in Table C.

VI. ANY OTHER MATTERS - None

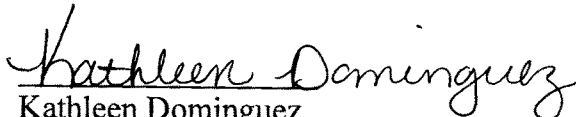
1 **VII. ADJOURNMENT**

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3 There being no further business to discuss, the Special Town Council Meeting of March
4 5, 2018 was adjourned at 6:25 p.m.
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7 APPROVED:

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11 Town Council President
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13
14 ATTEST:

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17
18 Kathleen Dominguez
19 Town Clerk
20

21
22 Date: 5-8-18
23
24

