

**GREATER BOCA RATON BEACH & PARK DISTRICT**  
**MINUTES OF A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS**  
**SUGAR SAND PARK - 300 SOUTH MILITARY TRAIL**  
**July 29, 2013**

The MEETING was called to order by CHAIRMAN Rollins at approximately 5:15 p.m.

**COMMISSIONERS PRESENT:** Steven M. Engel  
Dennis R. Frisch  
Robert K. Rollins, Jr.  
Earl L. Starkoff  
Susan Vogelgesang

**CHANGES TO AGENDA:** None

**PUBLIC REQUESTS:** None

**PURPOSE:**

The purpose of the meeting is to discuss the 2013-2014 Budget:

**a) General Government**

Mr. Koski, acting Executive Director, provided a draft of the General Government Budget for 2013-14 and reviewed each of the line items.

*Personnel Expense*

Two items remain vacant: Executive Director and Added Personnel. These items were addressed later in the meeting.

Discussion ensued regarding increased compensation for the Board Secretary.

**MOTION** was made by Commissioner Vogelgesang and seconded by Commissioner Frisch to increase the Board Secretary's salary by 4%.

**MOTION UNANIMOUSLY APPROVED**

*Computer Expense*

The projected \$140,000 expense for 2013 encompasses the anticipated work to be accomplished by Bob Pawa of Experis Technology. This item will be considered as a capital item.

*Added Personnel*

Mr. Koski stated that the District would be well served to employ, on a full-time basis, a person that could provide website and information technology services. Such an action would minimize the expense of utilizing outside consultants. He asked the Board to consider authorizing an amount of \$62,500 for such an individual.

**MOTION** was made by Commissioner Starkoff and seconded by Commissioner Engel to include \$62,500 in the budget for IT personnel.

*Discussion:*

Commissioner Starkoff stated that the District will save a significant portion of the \$62,500 in reduced billings. In the course of developing District web capabilities, opportunities exist to make on-line theatre and pavilion reservations as well as have access to tax information data to make financial projections.

**MOTION UNANIMOUSLY APPROVED**

*Executive Director*

Mr. Koski, noting that he serves at the discretion of the Board, advised that he is willing to continue on in the capacity of acting Executive Director for the next six month period.

The Board is well pleased with the services Mr. Koski has provided to the District and for all of the responsibilities he has assumed as acting Executive Director.

Commissioner Frisch stated that the budget should reflect the average cost of an Executive Director. The Board can then expend the funds as they deem appropriate.

Mr. Koski advised that based upon the compensation and associated benefits of the former Executive Director, the amount for budgetary purposes should be \$180,000.

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Engel to include \$150,000 in the budget for the Executive Director line-item.

**MOTION UNANIMOUSLY APPROVED**

An in depth discussion ensued regarding increased compensation to Mr. Koski.

**MOTION** was made by Commissioner Starkoff and seconded by Commissioner Vogelgesang to compensate Mr. Koski \$7,500 per month effective August 15, 2013 to include a revisit in six months.

**MOTION UNANIMOUSLY APPROVED**

**b) Boca Raton Community Redevelopment Agency (CRA)**

Mr. Koski furnished information dated November 21, 2012 from the CRA indicating that the 2012 tax increment payment totaled \$718,701. He anticipates a slight increase to the CRA in 2013 as the result of taxable value. He proceeded to explain that the District is legally obligated to pay the tax increment as the District has taxable property that lies within the CRA and does not extend beyond the County. In his opinion, there will be a point in time when the District no longer has to make payments to the CRA.

**c) Beach Renourishment Sinking Fund**

Mr. Koski stated that if the Board desires to have a sinking fund, he recommends that it be in the amount of \$300,000 on an annual basis. The funds will be in a separate account with that designation. Given that beach restoration occurs every six to seven years, the amount should be adequate to cover restoration expenses.

**APPROVAL OF INVOICES:**

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Starkoff to approve the invoices as presented totaling \$2,098,418.72.

*Discussion:*


Mr. Koski noted that the bulk of the cash disbursements were to the City of Boca Raton for operation and maintenance for the months of March and April 2013.


**MOTION UNANIMOUSLY APPROVED**

**ADJOURNMENT:**

**MOTION** was made by Commissioner Frisch and seconded by Commissioner Starkoff to adjourn the meeting at approximately 6:25 p.m.

**MOTION UNANIMOUSLY APPROVED**

  
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Robert K. Rollins, Jr. Chairman

  
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Dr. Dennis R. Frisch Secretary-Treasurer