



**TO:** Mayor and Commissioners  
**FROM:** Vincent S. Roberts, Management Fellow/Analyst  
**THROUGH:** Mark R. Lauzier, City Manager; India J. Adams, Assistant City Manager  
**SUBJECT:** City Commission Compensation  
**DATE:** September 25, 2018

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**SUMMARY:**

The purpose of this memo is to provide a solution to the City Commission's current compensation issue. The City Commission's current salary has not been adjusted in some time and is low in comparison to neighboring localities in Palm Beach County. In order to provide an appropriate adjustment, that would put the Commission's salary on par with Boynton Beach, staff recommends a \$500 per month car allowance for each member of the City Commission.

**BACKGROUND:**

Section 3.10 of the City of Delray Beach's Charter gives the City Commission the power to determine the annual salaries of both the Mayor and individual Commissioners by ordinance. However, no ordinance increasing the salaries shall become effective until the assumption of office of the City Commissioners or Mayor elected at the next regular City election, if the election follows the adoption of the ordinance by at least six months.

The City last provided an increase to the City Commission's salary in 2004 by way of Ordinance No. 46-04, which amended Section 31.02 of the City Charter. Each Commissioner's salary was increased from four hundred to seven hundred and fifty dollars. The Mayor's salary was increased from five hundred to one thousand dollars. The increase was done at the recommendation of the City Manager, to bring the values equivalent to the City of Boynton Beach's Mayor and Commissioners.

Since 2004, Boynton Beach, as well as most surrounding cities have raised their Commission's compensation considerably. Lake Worth was the most recent municipality to raise its Commission's annual salary by raising it from \$14,400 to \$24,500 in 2017.

**ISSUE:**

The City of Delray Beach's Mayor and Commission's salaries have not been adjusted consistently, making them the lowest paid in comparison to cities of comparable size in Palm Beach County and other parts of South Florida.

**CITY ATTORNEY REVIEW:**

The City Attorney recommends approval of this item.

**FISCAL IMPACT & FUNDING SOURCE:**

In order to accommodate the car allowance in FY 18/19, a \$30,000 transfer would be covered by the City Manager's Contingency beginning in October 2018. This would continue until permanent action to adjust salaries is implemented

**RECOMMENDATION:**

Staff recommends a two phased approach with phase I instituting a \$500 car allowance for the Mayor, and each member of the City Commission since personal vehicles are required for carrying out City Commission duties and responsibilities. Phase II would involve an increase to the Mayor and Commissioners' overall salary in order to bring it in accordance with the neighboring City of Boynton Beach. The Mayor's salary range should fall between \$23,564-\$25,704, and each Commissioner's salary should fall between \$19,637-\$22,272. Moving forward should the City Commission choose to increase

their salaries for the next City Commission; they would need to vote on the increase by September 03, 2019 to ensure that the ordinance is passed 6 months before the next election in March 2020. However, City staff recommends discussion regarding salary adjustments take place during the City Commission Goal Setting in April 2019. At this time staff would recommend elimination of the car allowance and stipend, in lieu of a higher overall salary.

**Section 3.10. SALARIES AND EXPENSES.**

- (A) *Salaries.* The Commission may determine the annual salaries of the Mayor and individual Commissioners by ordinance. No ordinance increasing the Mayor or Commissioner salaries shall become effective until the assumption of office of the Commissioners or Mayor elected at the next regular City election, provided that election follows adoption of the ordinance by at least six (6) months.
- (B) *Actual Expenses.* Commissioners, including the Mayor, shall receive their actual and necessary expenses incurred in the performance of their duties, as provided by law.

*(Ord. No. 62-01, passed 1/8/02, Adopted at Referendum 3/12/02)*

**Sec. 31.02. COMPENSATION OF COMMISSIONERS AND MAYOR.**

Each Commissioner, during the term of his or her office, shall receive compensation in the amount of seven hundred and fifty dollars (\$750.00) per month. The Mayor, during his or her term of office, shall receive compensation in the amount of one thousand dollars (\$1,000.00) per month. However, effective in March 2001, and annually thereafter, the compensation shall be adjusted annually based on the average budgeted salary adjustment, if any, budgeted for the City's general employees, payable to all Commissioners and Mayor beginning in March of each year on the date of the assumption to office of the Mayor and Commissioners. The Mayor and Commissioners elected thereafter shall receive the compounded compensation monthly.

*(Code 1980, § 2-1; Am. Ord. No. 65-78, passed 9/25/78; Am. Ord. No. 65-87, passed 9/8/87; Am. Ord. No. 39-99, passed 10/19/99; Ord. No. 46-04, § 1, passed 8/17/04)*

ORDINANCE NO. 46-04

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF DELRAY BEACH, FLORIDA, AMENDING CHAPTER 31, "CITY OFFICIALS AND EMPLOYEES", BY AMENDING SECTION 31.02, "COMPENSATION OF COMMISSIONERS AND MAYOR", PROVIDING A SAVINGS CLAUSE, A GENERAL REPEALER CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, the base salaries of the City Commission have not been increased for over sixteen years, except to provide for adjustments based on the average budgeted salary increases for City Employees; and

WHEREAS, the City performed a salary survey, wherein it was noted that the salaries for Mayor and Commissioners have not kept pace with neighboring municipalities that also have a Council-City Manager form of Government; and

WHEREAS, the City Commission desires to amend its ordinance to increase the salary of the Mayor and City Commissioners in order to bring their salaries in line with those in neighboring municipalities; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF DELRAY BEACH, FLORIDA, AS FOLLOWS:

Section 1. That Chapter 31, "City Officials and Employees," Section 31.02, "Compensation of Commissioners and Mayor" is hereby amended to read as follows:

**Section 31.02 COMPENSATION OF COMMISSIONERS AND MAYOR.**

Each Commissioner, during the term of his or her office, shall receive compensation in the amount of ~~four~~ seven hundred ~~and fifty~~ dollars ~~(\$400.00)~~ (\$750.00) per month. The Mayor, during his or her term of office, shall receive compensation in the amount of ~~five hundred~~ dollars ~~(\$500.00)~~ one thousand dollars (\$1,000.00) per month. However, effective in March 2001, and annually thereafter, the compensation shall be adjusted annually based on the average budgeted salary adjustment, if any, budgeted for the City's general employees, payable to all Commissioners and Mayor beginning in March of each year on the date of the assumption to office of the Mayor and Commissioners. The Mayor and Commissioners elected thereafter shall receive the compounded compensation monthly.

Section 2. That all ordinances or parts of ordinances in conflict herewith be, and the same are hereby repealed.

Section 3. That should any section or provision of this ordinance or any portions thereof, any paragraph, sentence, or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part thereof other than the part declared to be invalid.

Section 4. This ordinance shall become effective as provided by Section 3.10(A) of the City Charter of the City of Delray Beach, on the last Thursday in March 2005.

17<sup>th</sup> PASSED AND ADOPTED in regular session on second and final reading on this the August day of August, 2004.

  
MAYOR

ATTEST:

  
ACTING CITY CLERK

First Reading 8/3/04

Second Reading 8/17/04

# Memo

**To:** City Commission  
**From:** David Harden   
**CC:**  
**Date:** July 9, 2004  
**Re:** Mayor/Commission Salaries

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Attached is an updated salary survey for Mayor and Commission salaries in other cities in our area which are approximately our size and have the Council/Manager form of government.

In my opinion, our salaries for these positions are low and should be increased. I would recommend salaries and expense allowances comparable to Boynton Beach or Deerfield.

Mayor and Commission salaries may be increased by ordinance, but the increase is not effective until after an election which is at least six months after the adoption of the ordinance. In other words, in order for an increase to take effect immediately after the March 2005 election, an ordinance increasing salaries must be adopted no later than September 8, 2004.

## 2018 Compensation Study - Mayors & Commissioners

Agency	Position Title	PT/FT	Compensation	Stipend Description	Stipend Amount
<b>Delray Beach</b>	Mayor	PT	\$ 13,704.00	Expenses	\$541 per month
	Commissioners	PT	\$ 10,272.00	Expenses	\$500 per month
<b>Key West</b>	Mayor	On Call	\$ 22,500.00	Special Pay (Includes Travel & Training)	\$ 3,695.00
	Commissioners	On Call	\$ 20,000.00	Special Pay (Includes Travel & Training)	\$ 3,695.00
<b>Naples</b>	Mayor	On Call	\$ 50,000.00		
	Commissioners	On Call	\$ 40,000.00		
<b>Hollywood</b>	Mayor	PT	\$ 38,000.00		
	Commissioners	PT	\$ 28,000.00		
<b>Boynton Beach</b>	Mayor	PT	\$ 23,564.00		
	Commissioners	PT	\$ 19,637.00		
<b>Stuart</b>	Mayor	PT	\$ 18,000.00		
	Commissioners	PT	\$ 18,000.00		
<b>Royal Palm Beach</b>	Mayor	PT	\$ 10,158.00	Car Package	\$492 per month
	Commissioners	PT	\$ 10,158.00	Car Package	\$492 per month
<b>West Palm Beach</b>	Mayor	PT	\$ 125,000.00	Car Allowance	\$500 per month
	Full-time Commissioners	PT	\$ 35,000.00	Car Allowance	\$500 per month
<b>Ormond Beach</b>	Mayor	PT	\$ 13,137.00		
	Commissioners	PT	\$ 13,137.00		
<b>Daytona Beach</b>	Mayor	On Call	\$ 41,059.00		
	Commissioners	On Call	\$ 23,650.00		

<b>St. Augustine</b>	Mayor	PT	Did not supply salary info	Travel/food	\$300.00 quarterly
	Commissioners	PT	Did not supply salary info		\$300.00 quarterly
<b>Gainesville</b>	Mayor	On Call	\$ 32,730.00	Mileage, Training & Travel	Full Reimbursement
	Commissioners	On Call	\$ 32,730.00	Mileage, Training & Travel	Full Reimbursement
<b>Marco Island</b>	Chair	PT	\$ 9,000.00		
	Council Memembers	PT	\$ 6,000.00		
<b>Wilton Manners</b>	Mayor	PT	\$ 11,250.00		
	Commissioners	PT	\$ 9,750.00		
<b>Fort Lauderdale</b>	Mayor	PT	\$ 35,000.00	Allowance	\$500 per month
	Commissioners	PT	\$ 30,000.00	Allowance	\$300 per month
<b>Edgewater</b>	Mayor	PT	\$ 8,726.00		
	Commissioners	PT	\$ 7,272.00		
<b>Boca Raton</b>	Mayor	PT	\$ 38,355.20	Car Allowance	\$450 per month
	Council Member	PT	\$ 28,766.40	Car Allowance	\$450 per month
<b>Lake Worth</b>	Mayor	PT	\$ 29,500.00	Car Allowance	\$500 per month
	Council Member	PT	\$ 24,500.00	Car Allowance	\$500 per month

or participation in  
401(a) retirement plan

2012

**MUNICIPAL COMMISSION/COUNCIL TERMS, TERM LIMITS, SALARIES AND  
QUALIFICATION PROCESS SURVEY**

Municipality	Terms	Term Limits	Salaries	Petition Process	Qualifying Fees
City of Atlantis	2 years	None	Mayor - \$12,800 Council - \$10,800	None	1% Election Assessment
City of Belle Glade	3 years	None	Mayor - \$11,712 Vice-Mayor - \$11,036 Commissioners - \$10,360	State petition process (FS 99.095) only if necessary	\$40.00 – Filing Fee 1% Election Assessment
City of Boca Raton	3 years	2 consecutive terms	Mayor - \$14,400 Council - \$12,600	State petition process (FS 99.095) only if someone is unable to pay qualifying fees	\$25.00 – Filing Fee 1% - Election Assessment
City of Boynton Beach	3 years	2 consecutive terms	Mayor - \$27,582 Commissioners - \$23,675	25 signatures of registered voters	\$25.00 – Filing Fee 1% - Election Assessment
Town of Briny Breezes	1 year – Mayor 2 years – Alderman	None	None	None	None
Town of Cloud Lake	2 years	None	None	None	None
City of Delray Beach	2 years	3 consecutive terms	Mayor - \$12,000 Commissioners - \$9,000	1% of registered voters	\$50.00 – Filing Fee 1% Election Assessment
Town of Glen Ridge	3 years	None	None	None; all members are nominated by caucus. Normally do not hold elections unless more than one person is nominated for a specific seat	None
Village of Golf	4 years	None	None	None	None
City of Greenacres	2 years	None	Mayor - \$12,600 Council - \$11,100	3% of registered voters	\$50.00 – Filing Fee 1% - Election Assessment

## MUNICIPAL COMMISSION/COUNCIL TERMS, TERM LIMITS, SALARIES AND QUALIFICATION PROCESS SURVEY

Municipality	Terms	Term Limits	Salaries	Petition Process	Qualifying Fees
Town of Gulf Stream	3 years	None	None	4 signatures of registered voters	None
Town of Haverhill	2 years	None	\$3,600	None	1% Election Assessment
Town of Highland Beach	3 years	2 consecutive terms	\$12,000	None	1% Election Assessment
Town of Hypoluxo	3 years	None	Mayor also serves as Town Manager and is salaried Council - \$350 per meeting attended	None	\$15.00 – Filing Fee 1% Election Assessment based on number of meetings attended throughout the year (approximately 13 meetings)
Town of Juno Beach	3 years	None	Mayor - \$6,000 Vice-Mayor - \$3,000 Vice-Mayor Pro Tem and Council - \$2,400	None	\$35.00 – Filing Fee \$24.00 – Election Assessment
Town of Jupiter	3 years	None	Mayor - 1850/mo. Council - \$1,550/mo.	None	\$35.00 – Filing Fee
Town of Jupiter Inlet Colony	2 years	None	None	State petition process (FS 99.095) only if necessary	None
Town of Lake Clarke Shores	2 years	None	\$100/month	None	\$25.00 – Filing Fee 1% Election Assessment
Town of Lake Park	3 years	None	Mayor - \$9,808.24 Council - \$9,203.48	None	\$85.00 – Filing Fee
City of Lake Worth	2 years	None	Mayor - \$15,400 Commissioners - \$14,400	None	\$15.00 – Filing Fee

## MUNICIPAL COMMISSION/COUNCIL TERMS, TERM LIMITS, SALARIES AND QUALIFICATION PROCESS SURVEY

Municipality	Terms	Term Limits	Salaries	Petition Process	Qualifying Fees
Town of Lantana	3 years	None	Mayor - \$7,200 Council - \$4,800	1% of the registered voters	No Filing Fee 1% Election Assessment
Town of Loxahatchee Groves	3 years	None	None	None	None
Town of Manalapan	2 years	None	None	25 signatures of qualified registered voters	None
Town of Mangonia Park	3 years	None	Mayor - \$850/month Council - \$700/month	None	5% of annual stipend – Filing Fee; which is inclusive of the 1% Election Assessment
Village of North Palm Beach	2 years	None	Mayor – \$10,800 Council - \$9,000	None	\$10.00 – Filing Fee
Town of Ocean Ridge	3 years	None	\$1,200	None	None
City of Pahokee	3 years	None	Mayor - \$9,000 Commissioners - \$4,900	None	\$50.00 – Filing Fee for Commissioners \$100.00 – Filing Fee for Mayor 1% Election Assessment
Town of Palm Beach	2 years	None	None	25 signatures are obtained at the Town Caucus each January	None
City of Palm Beach Gardens	3 years	None	\$25,269	1% of total number of registered voters	4% of annual salary – Filing Fee; which is inclusive of the 1% Election Assessment

## MUNICIPAL COMMISSION/COUNCIL TERMS, TERM LIMITS, SALARIES AND QUALIFICATION PROCESS SURVEY

Municipality	Terms	Term Limits	Salaries	Petition Process	Qualifying Fees
Town of Palm Beach Shores	2 years	None	None	15 signatures of registered voters are required	None
Village of Palm Springs	2 years	None	Mayor - \$6,600 Council - \$5,400	None	\$154.00 – Filing Fee for Council \$166.00 – Filing Fee for Mayor Both fees include the 1% Election Assessment
City of Riviera Beach	2 years	None	Mayor/Council Chair - \$20,200 Council - \$19,000; \$500 per month car allowance	None	5% of annual salary 1% Election Assessment
Village of Royal Palm Beach	2 years	None	\$14,968.72	None	\$10.00 – Filing Fee 1% Election Assessment
City of South Bay	3 years	None	Mayor - \$6,500 Council - \$5,500	State petition process (FS 99.095) as alternative method	\$25.00 – Filing Fee 1% Election Assessment
Town of South Palm Beach	2 years	3 consecutive terms	\$3,000	None	1% Election Assessment
Village of Tequesta	2 years	None	\$3,000	50 signatures of registered voters	Filing Fee as set by ordinance
Village of Wellington	4 years – Mayor 4 years – Commissioners	None	\$3,600	None	\$144.00 Filing Fee – 1% Election Assessment is included in this fee

## MUNICIPAL COMMISSION/COUNCIL TERMS, TERM LIMITS, SALARIES AND QUALIFICATION PROCESS SURVEY

City of West Palm Beach	2 years	None	Mayor - \$125,000 Commissioners - \$30,000	State petition process (FS 99.095) as alternative method	5% Filing Fee 1% Election Assessment
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**MAYOR/COMMISSION SALARY SURVEY**  
**June 24, 2004**

<b>City</b>	<b>Salary</b>	<b>Benefits Package</b>	<b>Expense Account/ Auto</b>	<b>Totals</b>	<b>Population</b>
Boca Raton - Mayor	\$9,000	Health, Life	\$5,400	\$14,400	70,298
Boca Raton - Commission	\$7,200	Health, Life	\$5,400	\$12,600	
Boynton Beach - Mayor	\$12,000	Health	\$6,500	\$18,500	64,593
Boynton Beach - Commission	\$9,000	Health	\$6,000	\$15,000	
Deerfield Beach - Mayor	\$9,027	Health, Life	\$10,100	\$19,127	64,748
Deerfield Beach - Commission	\$7,640	Health, Life	\$10,100	\$17,740	
Delray Beach - Mayor	\$6,902	Health	\$5,100	\$12,002	62,578
Delray Beach - Commission	\$5,525	Health	\$4,264	\$9,789	
Jupiter - Mayor	\$16,440	Health, Dental	None	\$16,440	44,087
Jupiter - Commission	\$14,640	Health, Dental	None	\$14,640	
Palm Beach Gardens - Mayor	\$10,800	Health, Life, Dental	None	\$10,800	39,423
Palm Beach Gardens - Commission	\$9,600	Health, Life, Dental	None	\$9,600	
Wellington - Mayor	\$3,600	Health, Life, Dental, Vision	\$6,504	\$10,104	46,208
Wellington - Commission	\$3,600	Health, Life, Dental, Vision	\$6,000	\$9,600	