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Venice City Council*

MINUTES OF A WORKSHOP  
CITY COUNCIL, VENICE, FLORIDA

JULY 30, 2012

A Workshop of the City Council to consider the Fiscal Year (FY) 2012-2013 Budget was held this date in Council Chambers at City Hall. Mayor Holic called the meeting to order at 8:32 a.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mr. Bennett.

**ELECTED OFFICIALS AND OTHERS PRESENT**

Roll was called with the following elected officials present: Mayor John Holic, Vice Mayor Kit McKeon and Council Members Jim Bennett, Emilio Carlesimo, Bob Daniels, Jeanette Gates, and Dave Sherman.

Also present: City Clerk Lori Stelzer, City Attorney Bob Anderson, City Manager Ed Lavallee, and for certain items on the agenda: Finance Director Jeff Snyder, Police Chief Tom McNulty, Administrative Services Director Alan Bullock, Utilities Director Len Bramble, Airport Administrator Chris Rozansky, Building Official Vince LaPorta, Community Development Director Chad Minor, City Engineer Kathleen Weeden, Information Technology Director Jeff Bolen, and Director of Historical Resources James Hagler.

**I. INTRODUCTION – CITY MANAGER ED LAVALLEE AND FINANCE DIRECTOR JEFF SNYDER**

Mr. Lavallee reviewed cornerstones of the budget including staff's handling of council's five most important goals consisting of identifying and solving beach pollution, solving pension issues, balancing the budget, improving city infrastructure, and funding airport improvements. He also noted fiscal year 2013 performance objectives that include enhancing service delivery, defining a plan of fiscal strength, ensuring properly staffed municipal services, and refocusing on the long-term strategic plan.

Mr. Snyder provided a historical overview of ad valorem taxable values and full time equivalent employee totals.

Mr. Lavallee presented staff recommendations for funding operational enhancements that include a one-time payment to employees, restroom upgrades, street light conversion to light emitting diode (LED), hardware and software upgrades, Higel Park boat ramp repairs, and emergency response network radio upgrades.

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Discussion followed regarding staff's forecast of a better economy, revenue projections, taxable value origination, foreclosures, accuracy of ad valorem estimates, and five-year revenue forecasts.

## **II. POLICE – CHIEF TOM MCNULTY**

(8:59) Chief McNulty reviewed fiscal year 2011-2012 operational achievements and operational and budget goals for fiscal year 2012-2013 totaling \$7,789,969.

Mr. McKeon left the meeting at 9:04 a.m. and returned at 9:05 a.m.

Chief McNulty responded to council questions concerning special events, gun range expenses, maintenance of the Waymire building, utilization of jail trustees, expanding bicycle patrols, overtime reduction, utilization of used boat motors, dispatcher vacancies, statistical reporting, and utilization of a part-time and volunteer workforce.

Mr. Snyder answered questions relating to the city being self-insured for workers' compensation, there being a surplus in the workers' compensation internal service fund, positive impacts of the Safety Committee on workers' compensation claims, revenue producers, and identifying departmental costs.

Discussion ensued regarding hiring processes, budgeting for police and fire training buildings, regular reviews of vehicle insurance, and maintaining a positive relationship with Sarasota County officials while reviewing the fairness of revenue allocations and dual taxation.

Recess was taken from 9:46 a.m. until 9:53 a.m.

## **III. ADMINISTRATIVE SERVICES – DIRECTOR ALAN BULLOCK**

Mr. Bullock explained that the Administrative Services Department (ASD) functions in areas relating to human resources, benefits, risk management, and city hall's information center; and reviewed staffing, proposed budget requests totaling \$491,862, and achievements and goals of each functioning area. Mr. Bullock responded to council questions relating to legal expenses, grievances, budget line items, insurance costs, departmental business plan, bidding out insurance services, and revenue versus expenses.

Mr. Carlesimo left the meeting at 10:46 a.m. and returned at 10:48 a.m.

Mr. McKeon left the meeting at 10:47 a.m. and returned at 10:48 a.m.

Discussion ensued regarding pension fund goals, highlighting long- and short-term red flags in the budget, ASD departmental goals, employee appraisals, and employee satisfaction surveys.

#### **IV. UTILITIES – DIRECTOR LEN BRAMBLE**

(11:06) Mr. Bramble reviewed the departmental mission, goals, staffing, and organizational chart, along with a proposal to create a technical unit that will consist of meter readers, geographic information systems (GIS) and global positioning system (GPS) technicians, and locate and cross connection technicians. Mr. Bramble continued with a review of major accomplishments, budget history, vehicle replacement program, capital improvement plan, fiscal year 2013 goals consisting of 100 percent permit compliance, implementation of digital work order and asset management systems, and completion of cross connection control surveys and the Eastside Water Reclamation Facility headworks odor control project. The total requested fiscal year 2013 Utilities Department budget is \$34,830,350.

Discussion followed regarding creation of a capital improvement plan replacement chart, scheduling a tour of utility facilities, backflow preventers and required pressure, cross connection control program presentation, vehicle replacement, and energy savings.

Mayor Holic left the meeting at 11:47 a.m. and returned at 11:50 a.m.

Further discussion ensued regarding charting kilowatts versus electricity costs, continuing stakeholder meetings, placing a surcharge on water rates for homes outside city limits, staffing, fleet maintenance, gasoline cost savings as a result of take home vehicle reductions, and wastewater plant capacity.

Ms. Gates left the meeting at 11:59 a.m. and returned at 12:01 p.m.

Discussion continued concerning water tower life expectancy and water consumption versus demand.

Recess was taken from 12:08 p.m. until 1:32 p.m.

#### **V. AIRPORT – ADMINISTRATOR CHRIS ROZANSKY**

Mayor Holic mentioned that Mr. Rozansky received the Florida Department of Transportation Aviation Professional of the Year award.

Mr. Rozansky presented an overview of departmental responsibilities that not only relate to the airport, but also land leases for the Venice Golf Association, Holiday Apartments, Purdy, Sharky's, and the circus arena, and operation, maintenance, and administration of Venice Municipal Mobile Home Park leases. Mr. Rozansky reviewed fiscal year 2012 accomplishments and fiscal year 2013 budget goals and objectives. The fiscal year 2013 proposed budget summary shows total revenues of \$2,860,706, total expenses of \$2,728,309, and proposed capital expenses of \$8,417,645.

Discussion followed regarding t-hangar maintenance, transferring maintenance staff management from Public Works to the airport, preventative maintenance programs, utilizing seasonal employment and aeronautical interns, landscaping, dumpster locations, the flying friendly program, addressing noise complaints, working with Venice Aviation Society, Inc (VASI), budgeting t-hangar repair costs, losses due to non-rental of units, post employment benefits, special pay, methodology for allocating administrative costs to enterprise funds, the circus arena grounds, and proposed festival ground improvements.

Mr. Sherman left the meeting at 2:29 p.m. and returned at 2:33 p.m.

Mr. Carlesimo left the meeting at 2:33 p.m. and returned at 2:36 p.m.

Discussion continued relating to police and fire service costs and payment of ad valorem taxes.

Mr. Daniels left the meeting at 2:40 p.m. and returned at 2:43 p.m.

Mr. Rozansky discussed city attorney recommendations relating to executing a memorandum of understanding with proposed airport tenants willing to contribute toward temporary festival grounds improvements.

Mr. Minor reported on Harvey Wasserman's hotel and restaurant project.

Mr. McKeon left the meeting at 2:48 p.m. and returned at 2:50 p.m.

## **VI. BUILDING – DIRECTOR VINCE LAPORTA AND PLANNING DIRECTOR CHAD MINOR**

Mr. LaPorta provided an overview of the Building Department including staffing and organization, departmental core functions, achievements of goals and objectives, Click2Gov online permits versus over the counter permits, proposed goals and objectives, benefits of electronic plan review, and permit revenue tracking. Proposed goals and objectives include implementing on line and interactive permitting services. Mr. LaPorta answered questions relating to expired permit policies, Click2Gov online permitting, and feedback surveys.

**VII. PLANNING – DIRECTOR CHAD MINOR**

Mr. Minor briefed council members concerning staffing, areas of responsibility, accomplishments and goals and objectives including revision and implementation of comprehensive plan and structures over water regulations, implementation of online GIS and local business tax receipt services, and improving collaboration between the planning and building departments to ensure successful delivery of services.

Recess was taken from 3:34 p.m. until 3:47 p.m.

**VIII. ENGINEERING AND STORMWATER – CITY ENGINEER KATHLEEN WEEDEN**

Ms. Weeden reviewed accomplishments, responded to council member questions concerning electric charging stations and budget requests that optimize the sweeper truck program and allow reduction of one unfilled storm water employee position and reallocating Engineering and Public Works resources toward increased beach outfall monitoring and stormwater maintenance activities.

Responding to Mayor Holic, Mr. Snyder indicated that funding for bike lanes was eligible for one cent sales tax funding.

Mr. Lavallee stated that council members would be provided with a list of additional enhancements that were not presented during this budget workshop.

**IX. INFORMATION TECHNOLOGY – DIRECTOR JEFF BOLEN**

Mr. Bolen commented on the departmental name change from Information Services to Information Technology and reviewed staffing, city network service data, departmental functions, network upgrades, budget highlights including \$787,055 requested for fiscal year 2013, and future plans to replace computer, server, and infrastructure systems.

Discussion ensued regarding funding build out of the city-owned fiber optic system, policies for former employee user accounts, energy savings, handling of spam e-mails, and costs of outsourcing the city e-mail system.

**X. ARCHIVES – DIRECTOR JAMES HAGLER**

Mr. Hagler noted the name change to Venice Museum and Archives, and reviewed departmental organization; efforts to preserve local history; personnel, visitor, sales, and donation data; achievements; outside funding sources; and goals including fund raising, obtaining Certified Local Government status, exhibit planning, and increasing membership and cooperation of local and national institutions. Mr. Hagler reviewed budget requests totaling \$153,076.

Mr. Hagler answered questions relating to marketing study costs and funding, benefitting the local economy, personnel costs, and communications with the Smithsonian Institution to retrieve portions of a woolly mammoth skeleton found in Venice in 1926.

**XI. ADJOURNMENT**

There being no further business to come before council, the meeting was adjourned at 4:55 p.m.

ATTEST:

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Mayor – City of Venice

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City Clerk