



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes City Council

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Friday, March 16, 2018

8:30 AM

Village on the Isle

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### Strategic Planning

#### CALL TO ORDER

A Strategic Planning workshop of the City Council was held at this date at Village on the Isle. Betsy Steiner served as facilitator. The meeting began at 8:30 a.m.

#### ROLL CALL

**Present:** 7 - Mayor John Holic, Council Member Jeanette Gates, Vice Mayor Bob Daniels, Council Member Richard Cautero, Council Member Fred Fraize, Council Member Charles Newsom and Council Member Margaret Fiedler

#### ALSO PRESENT

City Manager Ed Lavalley, City Clerk Lori Stelzer, Recording Secretary Mercedes Barcia, Assistant City Manager Len Bramble, Finance Director Linda Senne, Controller Joe Welch, Human Resources Director Alan Bullock, and Public Information Officer Lorraine Anderson.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Holic.

#### I. NEW BUSINESS

##### 2018-01

##### Introduction

Ms. Steiner spoke regarding items on the agenda that will be addressed, meeting format, priorities identified by council at the last meeting, and improving future strategic planning process.

##### 2018-02

##### Review and Update Adopted Goals, Objectives, and Tasks

Discussion took place on Goal 2, Objective 2, Task 10 regarding working with Sarasota County to plan future development, use, operation, control and maintenance of major/regional sports and recreational area, the city's relationship with the county, dispatch consolidation, the parks interlocal agreement, parks budget, Venetian Waterway Trail, Chuck Reiter Park, the Venice Community Center (VCC), maintaining beaches, Wellfield Park, swapping land with the county, parks maintenance, the city maintaining

local parks, relocating public works and the solid waste and recycling facility, gun range at Knights Trail, hiring a landscape contractor for maintenance, repurposing land at Chuck Reiter, setting up a parks and recreation structure for the VCC, revenue and expenses of the VCC, reorganizing and redesigning public works, raising taxes, termination of the parks interlocal agreement, the county's responsibility for maintaining Wellfield Park, the city having authority to terminate future interlocal agreements, park user feedback, signing agreements after council's review and approval, and maintaining naming rights on properties within city limits.

**There was consensus for the existing parks interlocal agreement to remain for two budget cycles until fiscal year (FY) 2021.**

Discussion followed regarding modifying the parks interlocal agreement.

Recess was taken from 9:33 a.m. until 9:45 a.m.

#### [2018-06](#)

#### Review Revenues

Ms. Senne provided a presentation and spoke regarding the Comprehensive Annual Financial Report (CAFR), fiscal year (FY) 2017 through FY19 outline, available revenue sources, FY17 actual results, and ending fund balances for governmental funds.

Mr. Welch spoke on FY17 ending working capital for enterprise and internal service funds, governmental funds versus governmental activities, and FY18 general fund plan budget.

Discussion followed regarding tax revenue, homestead exemption increase, inflation in the general fund budget, Venetian Walk II project, and property values.

Mr. Welch spoke on FY18 enterprise fund plans.

Discussion followed regarding aging infrastructures, utilities funding, reserves, and capital expenses.

Ms. Senne spoke on the FY19 budget, taxable values, changes due to new construction, and changes in property tax revenue.

Discussion followed regarding growth revenue, maximum taxable value, millage rate increase, changes to property tax revenue due to new construction, demand for services, staff publicizing information to residents, police and fire annual required contribution (ARC), cost of capital investments, productivity and number of staff changes, new employee positions, and inflation.

Ms. Senne spoke to growth in other (non ad-valorem) general fund revenues and the one-cent sales tax fund budget policy.

Discussion followed regarding beach renourishment funding.

Mr. Welch spoke on FY19 one-cent sales tax fund to include the facility condition assessment, projects and expenses not included in the budget, and the general fund Capital Improvement Plan (CIP).

Discussion followed regarding the general fund capital, FY19 expenditures, and the facility condition assessment.

Ms. Senne spoke to the general fund budget policy.

Discussion followed regarding reserves, police and fire impact fees, having a balanced budget except for one-time expenditures, one-cent sales tax, budget guidelines, and incorporating capital item expenses into the general fund.

Ms. Senne spoke to FY19 general fund challenges.

Mr. Welch and Ms. Senne spoke on FY19 enterprise funds budget policy.

Discussion took place regarding setting up an enterprise fund for beaches and the VCC.

Ms. Senne spoke to future changes in governmental funds.

Mr. Welch spoke on future changes in utilities and other enterprise funds.

Ms. Senne spoke on the status of the proposed fire fee to include stakeholder group recommendations.

Discussion took place regarding the fire department's budget and funding.

Mr. Welch spoke regarding the calls for service approach recommended by the stakeholder's group, and the fleet replacement program.

Discussion followed regarding the fleet replacement program, GPS monitoring, and vehicle maintenance and performance tracking.

Mr. Lavalley spoke on public works' cost center and performance matrix.

Mr. Bramble noted the goal is to have GPS monitoring on all vehicles by

the end of the month.

Discussion followed regarding the fire fee, county EMS and fire impact fees, and millage rate increase.

Ms. Steiner noted finance staff recommended no changes to the tasks in Goal 3, Objective 2.

**There was consensus to follow staff's recommendation to not make changes to the tasks in Goal 3, Objective 2.**

Ms. Steiner provided a handout listing identified priorities and asked council to select their top five.

Recess was taken from 11:54 a.m. until 12:47 p.m.

[2018-07](#)

Examine Expenditure Status

This topic was discussed with Item No. 2018-06.

**II. AUDIENCE PARTICIPATION WILL BEGIN AT 12:45 P.M.**

No one signed up to speak.

[2018-03](#)

Summarize Major Efforts/Projects in 2017 and 2018

This item was discussed on March 9, 2018.

[2018-04](#)

Review Process for Creating Tasks, Determining Priorities, and Reporting Progress

Mr. Lavallee commented on defining priorities, identifying performance measures, and adopted goals.

Ms. Steiner reviewed priorities identified by council to include rewriting land development regulations (LDR)s, prioritizing capital spending, relocating public works and the solid waste recycling facility, developing the Seaboard area, protecting Venice's environmental and natural resources, interlocal parks agreement, and future use of the Hamilton building and old Chamber building.

**There was consensus to add a policy on making effective use of advisory committees and volunteers in the strategic plan.**

Discussion followed regarding volunteer contributions, VABI, city wide camera system, and adding a third objective to Goal 2 regarding safety and security.

**There was consensus to add a third objective to Goal 2 on safety and security**

(staff to draft language).

Discussion took place on reducing duplication of services, tree permitting to include staff assessing financial impact and report findings to council, improving biking and walking infrastructures, and the comprehensive plan.

**There was consensus to include improve biking and walking infrastructures to Goal 2, Objective 3 in the strategic plan.**

Discussion took place regarding protecting environmental and natural resources.

Vice Mayor Daniels provided a handout with his proposal to reduce the city's use of fossil fuels.

Discussion followed regarding Vice Mayor Daniel's proposal, minimum percentage goals, cost reduction, and conservation.

**There was consensus to include maintaining stormwater outfalls for beach quality to Goal 1 in the strategic plan.**

Discussion took place on citizen convenience and safety, resident surveys, and publicizing information on the city's website.

**There was consensus to add a policy on citizen convenience and safety in the strategic plan.**

Discussion followed regarding expanding communication through homeowner association (HOA)s, envisioning the city's future, scheduling a planning session on LDRs, joint planning area (JPA), Seaboard area, obtaining public input, comprehensive plan, Laurel Road, northeast Venice, virtual town hall meetings, and the John Nolen plan.

**There was consensus to schedule a visioning session on the future of Venice.**

**There was consensus to schedule a tutorial for LDRs.**

**There was consensus to include a policy on establishing performance management for all goals and reporting twice a year, in the strategic plan.**

Discussion took place regarding relocating public works and the solid waste and recycling facility.

**There was consensus to add a policy on relocating public works and the solid waste recycling facility to the strategic plan.**

**There was consensus to add a policy on the future use of the Hamilton building and the old Chamber building to the strategic plan.**

Discussion followed regarding the future use of the Ajax property to include number of acres.

**There was consensus to add a policy on the future use of the Ajax property to the strategic plan.**

**There was consensus to add a task on creating a new revenue source for loss of projected property tax income from homestead exemption to the strategic plan.**

**There was consensus to add a policy on analyzing use of future revenues to the strategic plan.**

Recess was taken from 2:09 p.m. until 2:20 p.m.

#### 2018-05

#### Rules and Responsibilities of Advisory Boards

Ms. Steiner spoke regarding goals and action steps for advisory boards.

Discussion took place regarding consolidating the Architectural Review Board (ARB) with the planning commission or Historic Preservation Board (HPB), providing advisory boards with clarity and direction, staff support and resources, and identifying boards that need clarification on responsibilities and roles.

Mr. Stelzer noted most boards are established by ordinance.

Discussion continued on advisory board goals, term limits, having a gatekeeper, work flow/assignments, board structure and direction deriving from the strategic and comprehensive plan, stakeholder groups, boards presenting their point of views at council meetings, establishing a formalized process for boards to request council's approval before staff resources are deployed and holding boards accountable to the process, referencing goals as an item in council's meeting agenda, communication, considering board size, training spreadsheet, and cost of advisory board meetings.

Mr. Lavalley commented on formalizing the process for staff assignments and tasks.

Discussion continued regarding staff assignments, project management, SeeClickFix, and Mr. Lavalley providing quarterly updates of project list to council.

Ms. Steiner reviewed strategic plan meeting expectations.

### III. ADJOURNMENT

The meeting was adjourned at 3:32 p.m.

ATTEST:

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Mayor - City of Venice

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City Clerk