



City of Venice

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

Meeting Minutes City Council

Wednesday, August 7, 2013

9:00 AM

Council Chambers

Budget Workshop

CALL TO ORDER

Mayor Holic called the meeting to order at 9:00 a.m.

ROLL CALL

- Present:** 6 - Mayor John Holic, Vice Mayor Bob Daniels, Council Member Emilio Carlesimo, Council Member Jeanette Gates, Council Member Kit McKeon and Council Member David Sherman
- Absent:** 1 - Council Member Jim Bennett

Also Present

City Attorney Dave Persson, City Clerk Lori Stelzer, City Manager Ed Lavallee, Recording Secretary Judy Gamel, and for certain items on the agenda: Police Chief Tom McNulty, Police Captain Tom Mattmuller, Utilities Director Len Bramble, Finance Director Jeff Snyder, Information Technology Director Jeff Bolen, and Director of Administrative Services Alan Bullock.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chief McNulty.

I. PRESENTATIONS

Kat Quast, Executive Director Venice MainStreet, provided council with a packet that summarized Venice MainStreet over the years, and displayed a marketing budget.

Department Presentations

Council reviewed a summary list of items that were discussed at Monday's budget workshop.

Discussion followed on the property administrator position requested at the airport, recommendations from the Economic Development Advisory Board (EDAB) relative to the airport, and funding of the economic development consultant position.

There was consensus to add the property administrator position to the airport budget.

There was conceptual support for the economic development consultant position.

Mr. Lavallee recommended staff develop a scope of work for the economic development consultant position to be presented to council.

There was consensus to approve \$30,000 from the general fund for the economic development consultant, with Mr. Carlesimo opposed.

Discussion followed on two public works positions, the possibility of outsourcing tree trimming for a year, and temporary positions.

There was consensus that the additional two public work positions be temporary positions.

1. Police - Chief Tom McNulty

Chief McNulty discussed the methodology used for the budget, reviewed staffing levels, school resource officer positions, Fiscal Year (FY) 2013 accomplishments, discussed FY 2014 goals, not filling positions until current officers have obtained the education/training needed, and noted the sergeant test is upcoming.

Discussion followed on the citizen academy, salary, pension, and health and life insurance.

Captain Mattmuller provided clarification regarding overtime funds from special event coverage.

Mr. Lavallee explained the new special event contract which designated the applicant as the payee for police coverage, noted that the police department is only responsible for events authorized by council.

Discussion ensued on vehicle replacement versus maintenance costs.

Mr. Carlesimo left the meeting at 9:59 a.m. and returned at 10:02 a.m.

Captain Mattmuller responded to council questions regarding community support, piggy-backing vehicle purchases, dispatch applicant status, the consolidation of Fire Station No. 2 and police station, public safety building, training opportunities, and police firing range versus fire training academy costs.

Recess was taken from 10:15 a.m. until 10:25 a.m.

2. Utilities - Director Len Bramble

Mr. Bramble provided a power point presentation reviewing the utility department's mission, major accomplishments over the past year, current and proposed organizational charts, requested positions, and the importance of communicating with the public. He answered council questions regarding positions needed once remodeling is complete, continued his presentation on budget history, salaries, overtime, travel and training, fleet maintenance, electricity, repair and maintenance, and vehicle replacement fund PILOT, and reviewed FY 2014 goals.

Discussion followed on overtime increases over the last year, line and infrastructure replacements, safety shoe cost variations within divisions, homeland security requirements, operation supply costs, Pipeline newsletter distribution, proposed utility taxes, use of one cent sales tax for park improvements, power outage backup plans, and grant applications.

3. Administrative Services - Director Alan Bullock

Mr. Bullock discussed human resources, benefits, risk management and city hall information center staffing, reviewed increased operational and insurance line items, FY 2013 achievements, and FY 2014 goals, and answered council questions on front desk functions, outstanding grievances, exercise center usage, pending job vacancies, application process regarding internal applicants, timeliness of employee appraisals, internal services fund, and exit interviews.

Recess was taken from 12:02 p.m. until 1:30 p.m.

4. City Attorney - City Attorney Dave Persson

Mr. Persson referenced a letter sent to council detailing the changes in his law firm, stated that he was unsure if his firm would take on more municipal clients, explained the difference between flat fees and additional fees included in his budget, and noted the time consumption required for handling the Comprehensive Plan and the Land Development Code (LDC).

5. City Clerk - City Clerk Lori Stelzer

Ms. Stelzer commented on budget requests, FY 2013 accomplishments, FY 2014 objectives, and responded to council questions on transportation costs, other authorizations, and public record requests.

6. City Council - City Clerk Lori Stelzer

Ms. Stelzer displayed the overall city council budget, and a list of council

funded organizations, and responded to council questions regarding individual line items.

7. Finance - Director Jeff Snyder

Mr. Snyder provided a power point presentation that reviewed an organizational chart, staffing levels, finance responsibilities, the audit process and positive results, the comprehensive annual financial report, procurement card program, successes, green initiatives, and FY 2014 goals. He responded to board questions on reduction in utility deposits, general obligation debt, professional service increases, interests rates, the annual audit, local business tax revenue, occupational licenses, permit fees, and special fund accounts.

Discussion followed on fleet services funds.

Mr. Daniels left the meeting at 2:35 p.m. and returned at 2:36 p.m.

Further discussion took place on policies and procedures, and the cost of health and life insurance.

Recess was taken from 2:44 p.m. until 2:50 p.m.

8. City Manager - City Manager Ed Lavallee

Mr. Lavallee provided a handout that summarized staffing, the budget summary, functions of the office, and goals for FY 13-14, responded to council questions on county roads, the city-wide energy plan, and Sharky's buy-out and revenue distribution.

Discussion followed on millage rates, additional positions, Sharky's income, Venice Beach parking lot, fire grant, and public works project needs.

There was consensus to allocate two Municiple Service Worker II positions from reserve funds.

There was consensus to defer the Venice Beach parking lot project.

Discussion followed regarding the requested additional Information Technology position. Mr. Bolen stated due to additional infrastructure the additional position will be a necessity in the future.

Discussion ensued on millage rates.

There was consensus to classify the Information Technology position as a temporary position with the use of reserve funds.

There was consensus to classify the collections manager position as a temporary position with the use of reserve funds.

There was consensus to add \$10,000 for city hall carpet improvements.

There was consensus to add \$258,968 from reserve funds to the budget.

Mr. Lavallee confirmed the following items would come from reserves; two municipal workers for public works, an economic development consultant, information technician and collections manager positions, and carpeting.

II. ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned at 3:45 p.m.

ATTEST:

Mayor - City of Venice

City Clerk
