



City of Venice

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

Meeting Minutes City Council

Monday, June 17, 2019

8:30 AM

Community Hall

Budget Workshop

CALL TO ORDER

Mayor Holic called the meeting to order at 8:30 a.m.

ROLL CALL

There was consensus to excuse Ms. Fiedler's absence.

Present: 6 - Mayor John Holic, Council Member Jeanette Gates, Council Member Bob Daniels, Vice Mayor Richard Cautero, Council Member Charles Newsom and Council Member Helen Moore

Excused: 1 - Council Member Margaret Fiedler

ALSO PRESENT

City Clerk Lori Stelzer, City Manager Ed Lavallee, Assistant City Manager Len Bramble, Recording Secretary Mercedes Barcia, Finance Director Linda Senne, Controller Joe Welch, Director of Public Works and Asset Management James Clinch, Fleet Manager Travis Hout, Utilities Director Javier Vargas, Utilities Department Office Manager Stacy McKenzie-Grant, Airport Director Mark Cervasio, Airport Property and Grants Manager Wendy Keller, City Engineer Kathleen Weeden, Information Technology Director Christophe St. Luce, Police Chief Tom Mattmuller, Fire Chief Shawn Carvey, and Deputy Fire Chief Frank Giddens.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Cervasio.

I. INTRODUCTION BY CITY MANAGER ED LAVALLEE

Mr. Lavallee provided an introduction and spoke to capital item initiatives.

II. PRESENTATIONS

[19-4022](#)

City Wide

Ms. Senne commented on budget cuts and enhancements, and reviewed proposed capital expenditures.

[19-4023](#)

General Fund

Ms. Senne reviewed the proposed general fund budget and noted Emergency Medical Services (EMS) was not included.

Mr. Welch commented on property values, five percent assumption, funding police pension liability, reserves, and new personnel requested.

Discussion followed regarding square footage costs for city hall expansion.

Mr. Clinch spoke to preliminary project budget, expenses associated with expansion costs, and square footage costs.

Discussion took place regarding employee head count, population and revenue growth, staff providing council with percentage of new hires and the number of supervisors versus workers, average cost of an employee position, number of city employees in 2006, reviewing population compared to budget, vehicle inventory for the past five years, quality of reserves, millage rate, police pension and annual required contribution (ARC) funding, fund 301 to include splitting park impact fees and Venezia Park improvements, Capital Improvement Program (CIP), projected building costs, and tracking fuel costs per department.

Mayor Holic spoke on the charter regarding the budget.

Discussion took place regarding adopted budget, amendments, recurring costs, general fund revenues, intent of the charter, proposed fiscal year (FY) 2020 budget, Mayor Holic working with staff to provide an interpretation of the charter to council, ad valorem taxes, millage rate, including goal on reducing fuel and energy consumption in the budget, traffic citation fees to include comparison to other municipalities, alternative plan for bridge and term loans, projected health care costs, health savings accounts (HSA), secondary occupational licenses, parking fines/handicapped access proposed expenses, building permit fees, personnel summary, one-cent sales tax renewal, police department overtime budget, Hurricane Michael Federal Emergency Management Agency (FEMA) reimbursement for police and fire department overtime, department's reporting to the assistant city manager, preparing an internal contingency plan in case of a recession, and street lights on Harbor Drive.

Mr. Clinch provided an update on the street lights on Harbor Drive.

Discussion ensued on Harbor Drive street lights, Venezia Park improvements, park impact fees, Mundy, Service Club and Ponce De Leon parks, and hiring an impact fee consultant.

Mr. Clinch spoke on proposed improvements to Venezia, Service Club, and Mundy parks.

Discussion continued regarding the Lion's Club adopting Venezia Park.

Recess was taken at 10:33 a.m. until 10:45 a.m.

Discussion took place regarding sales tax for FY20, licenses and permits budget, increasing target reserves, taxable value trend, future revenue from new construction, homestead property tax, FY19 utility services tax revenue, spending funds from the Venice Pier Group in arrears, communication services tax, administrative charges, cost allocations to the enterprise funds, projected growth percentage, ad valorem taxes, earmarking general fund revenues, millage rate, projected franchise fees, intergovernmental revenue budget, expected FEMA reimbursement from Hurricanes Michael and Irma, maximum tax rates for utilities and franchise fees, miscellaneous revenues, and Ms. Senne researching franchise fee rates from other municipalities.

[19-4024](#)

Fleet - Director of Public Works and Asset Management James Clinch & Fleet and Facilities Manager Travis Hout

Mr. Clinch and Mr. Hout commented on the fleet management program report.

Discussion took place regarding vehicle auctions, vehicle usage to include action plan to improve efficiency and Mr. Lavallee speaking with department supervisors, vehicle tracking, leasing options, specialty vehicles, placeholders in the budget for fleet additions, electric and hybrid vehicles, charging stations, take home vehicles, vehicle policy, GPS mileage tracking, five percent fuel reduction goal, vehicle sharing, suggestion to pay employees mileage versus purchasing new vehicles, location of maintenance facility, blue book values, auction and procurement process for residents, maintenance costs, diesel fuel usage, employee policy, and average age of fleet.

Discussion followed on extending the meeting end time.

There was consensus to extend the meeting to 4:00 p.m.

Recess was taken at 12:25 p.m. until 1:30 p.m.

[19-4025](#)

Airport

Discussion took place regarding drainage improvement projects and completion date, fleet vehicles, annual vehicle mileage, airport projects, personnel budget, airport property lease, state aviation trust fund, Mobile

Home Park to include best use of property, workforce housing, 55 years and older community, and ensuring federal guidelines are posted and being followed, state and federal grants, capital improvement schedule (CIS), t-hangars, revenue generated from the Atlanta Braves Stadium, temporary parking lot revenue, building maintenance plans, skydiving operations, Firenze Avenue road pavement, runways, and marketing the airport.

There was consensus for staff to review policy on marketing the airport.

[19-4026](#)

Utilities - Director Javier Vargas

In response to council questions, Mr. Vargas spoke to utility infrastructure improvements, vacuum stations, electric vehicles, and commented on adding charging stations and solar panels.

Mr. Vargas responded to council questions on water quality testing, the department's normal operating budget after capital projects are completed, and Ajax property booster station to include noise buffer.

Discussion followed regarding fire hydrants, department coordination with partnering agencies, considering facility tours to homeowner associations (HOA) and citizens academy.

Mr. Lavallee noted staff is working on a citywide citizens academy for all departments.

Discussion ensued on safety poles in front of fire hydrants, above and underground water lines, third party security assessment, stormwater lift stations, and septic tanks.

[19-4027](#)

One Cent Sales Tax

Discussion took place regarding intergovernmental revenues, expected revenues from sales tax, proposed Toro mower purchase to include funding from the parks fleet fund, north pier parking area three repavement, city hall expansion and renovation costs and staff evaluating options, facility condition assessment, funding dedicated to the Venice Community Center (VCC), staff providing council with a five year report on revenue versus expenditures for the VCC to include cost of new roof and bid amount, floor lighting, VCC sustainability, fleet additions, Jetty Jacks concession, recommendation for a \$100,000 placeholder in FY 20 and FY21 for northeast park property, and West Coast Inland Navigation District (WCIND) grants for mobi-mats.

Ms. Fiedler called into the meeting and spoke to WCIND grants and items that are eligible for funding.

Ms. Weeden noted she will inquire on WCIND funding for the mobi-mats.

Ms. Fiedler spoke to WCIND grant for the marine patrol vehicle.

Discussion followed regarding WCIND grant for the marine building, marine patrol vehicle, mobi-mats funding and maintenance, one-cent sales tax, budget placeholders, removing placeholders and keeping funds in reserves, replacement of downtown decorative street lights, businesses adopting street lights, refurbishing light poles, bridge loans, removing the term "decorative" from street lights, reminding residents of items funded by the one-cent sales tax, the VCC, public works fleet replacement, downtown hanging flower baskets and irrigation, funding fleet additions, hybrid trucks, city hall exterior door, WCIND grants, beach rake, public works fleet maintenance, security cameras project, examining the mission and goal of the VCC, reordering tomorrow's agenda to address police and fire department's budget first, and 4:00 p.m. meeting end time tomorrow.

[19-4028](#) Public Works - Director James Clinch

This item will be discussed on June 18, 2019.

[19-4029](#) Engineering, Stormwater and Streets Capital Projects - City Engineer Kathleen Weeden

This item will be discussed on June 18, 2019.

[19-4030](#) Police - Chief Tom Mattmuller

This item will be discussed on June 18, 2019.

[19-4031](#) Fire - Chief Shawn Carvey

This item will be discussed on June 18, 2019.

[19-4032](#) Building, Planning, Code Enforcement - Development Services Director Jeff Shrum

This item will be discussed on June 18, 2019.

[19-4033](#) Information Technology - Director Christophe St. Luce

This item will be discussed on June 18, 2019.

[19-4034](#) Human Resources - Director Alan Bullock

This item will be discussed on June 18, 2019.

[19-4035](#) City Attorney - City Attorney Kelly Fernandez

This item will be discussed on June 18, 2019.

[19-4036](#)

City Council & City Clerk - City Clerk Lori Stelzer

This item will be discussed on June 18, 2019.

[19-4037](#)

City Manager - City Manager Ed Lavallee

This item will be discussed on June 18, 2019.

[19-4038](#)

Finance - Director Linda Senne

This item will be discussed on June 18, 2019.

III. AUDIENCE PARTICIPATION

There was none.

IV. ADJOURNMENT

The meeting was adjourned at 4:14 p.m.

ATTEST:

Mayor - City of Venice

City Clerk