



# City of Venice

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

## Meeting Minutes City Council

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Monday, June 19, 2017

8:30 AM

Community Hall

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### Budget Workshop

#### CALL TO ORDER

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

#### ROLL CALL

**Present:** 7 - Mayor John Holic, Council Member Kit McKeon, Council Member Jeanette Gates, Council Member Bob Daniels, Council Member Deborah Anderson, Council Member Richard Caution and Council Member Fred Fraize

#### ALSO PRESENT

City Clerk Lori Stelzer, City Manager Ed Lavalley, Recording Secretary Mercedes Barcia, Fire Chief Shawn Carvey, Administrative Battalion Chief Frank Giddens, Police Chief Tom Mattmuller, Finance Director Linda Senne, Controller Joe Welch, Public Works Director John Veneziano, Fleet Manager Travis Hout, City Engineer Kathleen Weeden, Assistant City Engineer James Clinch, and Information Technology Director Jeff Bolen.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Fraize.

#### I. INTRODUCTION BY CITY MANAGER ED LAVALLEE

#### II. PRESENTATIONS

[17-2759](#)

##### General Fund

Ms. Senne spoke on general fund revenue sources and proposed budget to include ad valorem taxes and receipts, communications services, police and fire insurance premium, and utility service taxes, franchise fees, license and permits, intergovernmental revenues, municipal revenue sharing, local government half-cent sales tax, charges for services, fines and forfeitures, miscellaneous revenues, other financing sources (administrative charges and transfers in), Sarasota County and the city's taxable value, debt service millage, and proposed expenditures for fiscal year (FY) 2018.

Discussion followed regarding FY14 GO bonds and due date.

Ms. Anderson joined the meeting at 8:45 a.m.

Discussion followed regarding licenses and permits, planning commission fees, property taxes, reducing the millage rate, intergovernmental revenues, whether zoning changes affect revenue, annexation of Sawgrass property, utility services tax, municipal services tax, planning for future budgets, asset management, reducing amount of money added to the reserves, and capital improvement program.

Discussion took place regarding prioritizing residents needs, fire inspection fees, illegal parking fees, comparing fees with surrounding areas, mitigation fees, millage debt service, revenue collected from rents, operating budget, revenue sources, municipal service taxing unit (MSTU)s, pier fund, millage rate, size of the general fund, and maintenance and depreciation funds.

Ms. Senne provided council with options on budgeting for reserves.

Discussion continued on reducing the millage rate, beach renourishment fund, natural disasters, and re-examining fire inspection fees.

#### 17-2760

Fire - Chief Shawn Carvey

Chief Carvey spoke on the fire department's FY18 goals and objectives, community outreach, staffing, station security, fire assessment fee, budget and expenditures, level of service (LOS), other contractual services, and certifications and licenses.

Discussion followed regarding internship with the county fire academy, updating the city's comprehensive emergency management plan, city's fire marshal, hiring deputy fire marshal, depreciation on rentals and leases, fleet fund, impact on the general fund, vehicle purchases, one-cent sales tax, purchase of fire engine, overtime, staffing, vehicle depreciation schedule, fire services fee, advance life support (ALS) certification, in-house training, and transport services.

Discussion took place regarding the fire department's budget, replacement of fire station no. 1, relocation of public works, public safety facility, fire impact fees, charges for services and transfers in, 50% cost recovery, fire department funding, fire services fee (50% level) breakdown of residential and commercial revenue, tax exemptions, capital outlay, building improvements, services and supplies, reviewing millage rate without fire assessment fee included, property and debt service taxes, replacement of radios, moderating increases, and feedback from residents.

Mr. Lavallee commented on budget assumptions, using best practices, and one-cent sales tax.

Discussion followed on retirement contributions, projected debt services, replacing unit 156 fire engine, updating fire stations nos. 2 and 3, and replacing air conditioning units at fire station no. 3.

Recess was taken from 10:54 a.m. until 11:05 a.m.

17-2761

Stormwater & Engineering - City Engineer Kathleen Weeden

Ms. Weeden spoke on the stormwater fund, revenue increases, drainage projects, increase to the proposed FY18 budget, transfers into the stormwater fund, West Coast Inland Navigation District (WCIND), general fund, assets, and debt services.

Discussion took place regarding pooled cash, reserves, working capital for the enterprise fund, and stormwater assessment and fees.

Ms. Weeden spoke on requesting additional employee and vehicle.

Discussion followed regarding the Cockrill Street stormwater ditch improvement project, parking issues, charges for services, stormwater assessment and fees, operating analysis, rate study, municipal service bond, transfer to fee fund, rate increases, salaries and wages, overtime, staff classifications, inspections, and Valencia Road stormwater improvements.

Ms. Weeden spoke on the engineering fund to include FY18 budget summary, health insurance, special projects, permits, downtown paving project, signage, one-cent sales tax projects and expenditures, and Americans with Disabilities Act (ADA) improvements.

Discussion took place regarding one-cent sales tax, fire department funding, vehicle replacement and depreciation schedule, downtown enhancements, Bayshore/Laguna sidewalk design and construction, engineering contracts, crosswalks, pedestrian accidents, road paving, striping and restoration project, ADA compliance and federal standards, sidewalk improvements, road and park impact fees, concrete tactiles, operations, professional services expenditure, width of sidewalks, bicycles on sidewalks, and Service Club Park boardwalk.

Recess was taken from 12:27 p.m. until 1:45 p.m.



17-2762

## Public Works - Director John Veneziano

Mr. Veneziano spoke regarding asset management, public works FY18 budget and operating expenses, funding for environmental issues, city hall maintenance budget, state funding, and roof repair.

Discussion took place regarding city hall maintenance, building space, electric fire doors, cleaning services, building security, fire alarm system, and vehicle parking by the Lord-Higel House on the weekends.

Mr. Veneziano spoke on the general maintenance budget, Florida Department of Transportation (FDOT) funding, staff increase, vehicle depreciation, automated traffic management system, and licenses for work order system.

Discussion followed regarding SeeClickFix program.

Mr. Veneziano spoke on street lighting and fixtures.

Mr. Veneziano spoke regarding the FY18 parks budget.

Discussion followed regarding placing a new fountain at Fountain Park, maintenance responsibilities, SeeClickFix, capital improvement fixtures, maintenance versus capital improvements, Venice Beach concession building, playground equipment maintenance, assessing parks that are utilized by children, bench program, sheriff's work crew, adopt a park program and placing item on a future council agenda, sidewalk safety inspections, recruiting volunteers, composite receptacles, playground equipment, professional services expenditures, and the parks master plan.

Mayor Holic left the meeting at 2:38 p.m.

Discussion took place regarding transferring operation of the Venice Community Center.

Mayor Holic returned to the meeting at 2:41 p.m.

Mr. McKeon left the meeting at 2:41 p.m.

Discussion continued regarding county maintenance funding, the Venice Community Center, and Letson Stadium roof repairs.

Mr. McKeon returned to the meeting at 2:44 p.m.

Mr. Veneziano spoke regarding historical resources FY18 budget to include historical manager position, utility services expenses, and the

reduction in artifacts and documents.

Discussion took place regarding expenditures for maintenance and repair services, hiring architect, Milan house archives project and funding, CPF reserves, conditional assessment of buildings, manager position, PGT donation, historic district street lamps, lightning system, and pocket park signs and surveys.

Mr. Hout spoke regarding the FY18 fleet budget.

Discussion followed regarding fleet replacement, operating revenues, rent revenues, vehicle use and maintenance policy, maintenance costs, GPS placement in vehicles, and performance maintenance.

Mr. Veneziano spoke on the solid waste and recycling FY18 budget and operating expenses.

Discussion followed regarding single stream recycling, fund balance, automation program, rate increases, roll-offs, outsourcing services, city's level of service (LOS), and land for solid waste recycling.

Recess was taken from 3:42 p.m. until 3:55 p.m.

17-2763

Information Technology - Director Jeff Bolen

Mr. Bolen noted a request for additional staff and using cloud based programs vs. AS400, security audit, and Office365 licenses increasing costs.

Mr. Bolen discussed SeeClickFix statistics, security cameras listed in the CIP, burglar system, and changes being made for users of community hall.

Ms. Gates returned to the meeting at 3:56 p.m.

Discussion continued on security cameras, monitoring system, fire and burglar alarms, capital and maintenance costs, incorporating additional buildings next year, technology, goal percentages, audio visual room proposal, GIS/Database Manager position, role and cost savings of the new position, potential to outsource those duties, and website redesign.

Discussion followed on necessity of a new position versus current staff training, and network consultant being used.

Mayor Holic requested information on the existing GIS positions and whether they can be used for this function.

[17-2764](#)

Police - Chief Tom Mattmuller

Chief Mattmuller reviewed goals and objectives for FY17, noted goals for FY18, officer replacement plan, traffic studies, security at facility, and weapons replacement.

Chief Mattmuller noted additional positions requested, travel and training increases, vehicles, cleaning cost increase, and special pay, i.e. marine patrol, detective pay, and uniform expenses.

Discussion followed on cost for marine division and school resource officers, school board and WCIND reimbursement, demolition of firing range listed in FY20 CIP, on-street parking enforcement, suggestion to get new hires on board sooner, hiring process taking time, using the academy for trainees, reimbursement from trainees for training expenses if they leave the city, minimum staffing, ATV purpose, and traffic enforcement.

[17-2765](#)

Airport - Director Mark Cervasio

This item was discussed on June 20, 2017.

[17-2766](#)

Administrative Services - Director Alan Bullock

This item was discussed on June 20, 2017.

[17-2767](#)

Building, Planning, Code Enforcement - Development Services Director Jeff Shrum

This item was discussed on June 20, 2017.

[17-2768](#)

Utilities - Director Javier Vargas

This item was discussed on June 20, 2017.

[17-2769](#)

City Council and City Clerk - City Clerk Lori Stelzer

This item was discussed on June 20, 2017.

[17-2770](#)

City Attorney - City Attorney Dave Persson

This item was discussed on June 20, 2017.

[17-2771](#)

Finance - Finance Director Linda Senne

This item was discussed on June 20, 2017.

[17-2772](#)

City Manager - City Manager Ed Lavallee

This item was discussed on June 20, 2017.

[17-2773](#)

All Other Funds

This item was discussed on June 21, 2017.

[17-2774](#)

City Wide

This item was discussed on June 21, 2017.

[17-2775](#)

One Cent Sales Tax

This item was discussed on June 21, 2017.

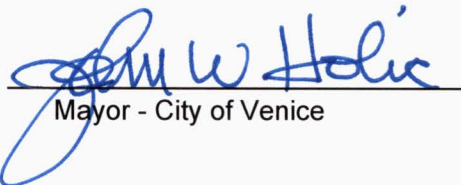
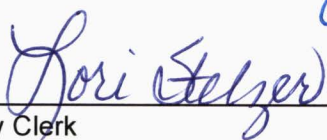
**III. AUDIENCE PARTICIPATION**

No one signed up to speak.

**IV. ADJOURNMENT**

There being no further business to come before Council, the meeting was adjourned at 4:50 p.m.

ATTEST:

  
Mayor - City of Venice  
City Clerk