



# City of Venice

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

## Meeting Minutes City Council

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Monday, June 25, 2018

9:00 AM

Community Hall

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### Special Meeting - Budget

#### CALL TO ORDER

The meeting was called to order at 9:00 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, Assistant City Attorney Kelly Fernandez, Finance Director Linda Senne, Controller Joe Welch, Development Services Director Jeff Shrum, City Engineer Kathleen Weeden, Public Works Director John Veneziano, and Police Chief Tom Mattmuller.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chief Mattmuller.

#### I. PRESENTATIONS

18-3363

Finance - Director Linda Senne

Ms. Senne reviewed Finance's goals and achievements to include deadline driven tasks, payroll accuracy, direct deposit, e-billing, financial reporting, and expenses.

Discussion took place on electronic processing of payroll, billing, customer service (cashier) office staffing and security, goals and objectives being based on performance, workers' compensation rates decreasing, cost allocation for utility billing coordinator, grants coordinator accomplishments, how a possible wage and hour audit will be addressed, and lobbyist success rate.

18-3364

All Other Funds

Ms. Senne reviewed the special revenue funds, including motor fuel tax

fund, and answered questions regarding distribution of revenues, and public works and utilities budgets being broken down due to the complexity of those budgets.

Discussion followed on fee increases in various areas, including permitting, parking fines, land development, use of funds for maintenance, state regulations on expenditures in these revenue funds, and the need for a pier fund.

Discussion ensued on contraband-forfeiture fund, police training fund, electronic license plate reader, boat registration fees, second occupational license fund, economic promotional activities, economic development advisory board (EDAB) activities, city manager's promotional account, economic development corporation (EDC) benefit versus cost, and EDAB's budget.

Ms. Senne reviewed growth management training fund and parking fines/handicapped accessibility improvement fund.

Recess was taken from 10:28 a.m. until 10:42 a.m.

Discussion took place regarding the motor fuel tax fund and removing it from the general fund.

**A motion was made by Vice Mayor Daniels, seconded by Council Member Newsom, to direct staff for FY20 budget to set up a road account with the appropriate money for council's review.**

Discussion ensued on use of fuel tax revenues, planning for the future, researching establishing this change versus implementation, transfer to street fund, and the intent would be to increase the allocation to those reserves over time.

Mr. Welch clarified that the city already had a road account, i.e. fund 302, and there were already reserves there.

**The motion carried by voice vote 4-3 with Mr. Fraize, Ms. Fiedler, and Mr. Cautero opposed.**

Ms. Senne addressed the Centennial Community fund, historical commission funds, general obligation bond fund, capital projects funds, and fire and police impact fee funds.

Discussion ensued on use of impact fees, one cent sales tax fund, fire budget, finance providing a summary sheet for a breakdown for the fire and police departments, internal service funds, including group life and health insurance, workers' compensation self insurance fund, employee flexible spending, and property and liability insurance.

Mr. Welch noted that there are reserves in each of the 500 funds.

## II. CITY COUNCIL DISCUSSION AND ACTION

Mr. Welch noted budgeting for the new police station.

Discussion took place on the pier fund, past revenue split on the pier, and staff presenting a pier fund in next year's budget.

Ms. Senne noted \$50,000 has been set aside for shoreline protection program.

Discussion followed on Sharky's revenue increasing based on increased seating, and target to set aside 1/3 of the revenue from the Venice Pier Group (VPG) to the beach fund.

Ms. Senne noted restriction of funds must be done by ordinance.

Discussion continued on directing staff to develop an ordinance to restrict the money by fiscal year (FY) 2020, incremental revenue being difficult to define, and accounting of Sharky's contribution to the parking lot.

**A motion was made by Vice Mayor Daniels, seconded by Council Member Gates, to direct staff for the FY20 budget to develop a beach fund and the target is to set aside 1/3 of the revenue from the VPG to fund the beach fund.**

Discussion ensued that this would be a target over time, and the FY20 amount might be small.

Discussion followed on the jetty, parks and beach needs, need for beach maintenance, spending in arrears, Jetty Jack's revenue, Venice Beach concession, earmarking or restricting funds, future of the economy, effect on the general fund, and millage rate.

Mr. Welch noted the Governmental Accounting Standards Board (GASB) discourages siloing money.

Discussion took place regarding future needs of the city, unexpected needs, such as Service Club Park boardwalk and pier, depreciation schedule, additional revenue as a result of new rooftops, and modest millage increase.

**The motion carried by voice vote 4-3 with Ms. Fiedler, Mr. Fraize, and Mr. Cautioner opposed.**

Ms. Senne noted the police cost of living adjustment (COLA) is not included in this budget and .1 mills would cover this shortage.

Mr. Lavallee discussed conditions of the interlocal agreement (ILA) with Sarasota County for the arborist and termination options.

Discussion ensued on revenues and expenses for assuming tree permitting responsibilities, and the effective turnover date of the arborist function from the county to the city.

Recess was taken from 12:17 p.m. until 1:31 p.m.

Mr. Welch reviewed changes including police pension COLA and school resource officer.

Mr. Lavallee noted the county would need to agree on continuing the ILA for the arborist until the city could assume those responsibilities, the county issued approximately 600 tree permits in two years and stressed the need for a vehicle.

Mr. Shrum explained the county's process for tree permitting and justification for the vehicle, the need for the arborist and part time planning technician position for administrative functions, and difficulty in implementing a tree ordinance prior to October 1, 2018.

Discussion took place on various start dates for the arborist and planning technician positions, burning ordinance, county's tree permit program, letter of intent to terminate the ILA, and Tree City USA status.

**A motion was made by Vice Mayor Daniels, seconded by Council Member Gates, to fund the tree arborist program for \$87,498.**

Discussion followed on having a placeholder in the budget, ordinance draft due date, and terminating ILA.

**Mr. Daniels withdrew his motion and Ms. Gates withdrew her second.**

Discussion followed regarding moving \$50,000 for Lord Higel House parking project to the building fund, and proposal to use building funds for new fire station/city hall complex expansion as a result of expanding the building department.

Ms. Weeden discussed the need for paving the parking lot and using the lot for building department vehicles.

Mr. Lavallee noted the parking lot and expansion are two separate projects.

**A motion was made by Vice Mayor Daniels, seconded by Council Member Gates,**

to fund the Lord Higel House parking lot project with \$100,000 from the building fund.

An amendment to the motion was made by Council Member Cautero, seconded by Vice Mayor Daniels, to include \$50,000 in this year's budget financed from the 301 fund instead of the general fund. The amendment carried unanimously by voice vote.

The motion as amended carried unanimously by voice vote.

In response to council questions, Ms. Senne and Mr. Welch reviewed the fire capital expenses, and increasing the millage rate to fund capital expenses.

Council members expressed their concern with future park expenses and including a placeholder.

A motion was made by Council Member Fiedler, seconded by Council Member Fraize, to create a placeholder for parks in the budget.

Discussion followed on holding a special meeting on parks.

Ms. Fielder withdrew her motion and Mr. Fraize withdrew his second.

Discussion took place regarding the one cent sales tax fund to include moving \$50,000 from FY20 to FY19 for Cultural Park lighting and moving \$25,000 from FY19 to FY20 for the Venice Area Beautification Inc. (VABI) building.

Mr. Veneziano noted the repairs needed for the VABI building.

Discussion continued on use of VABI building, pending report from the city manager after the summer break, raising the millage rate, and expense noted in the one cent sales tax fund for parking expenses at city hall.

A motion was made by Council Member Newsom, seconded by Vice Mayor Daniels, to increase millage by .10 mils.

Discussion followed on minimizing increases, impact to residents, and partnership efforts with Sarasota County.

Mr. Welch noted the .10 mil increase can go to reserves.

Discussion ensued regarding traffic signs being solar powered in other communities and having staff review as an option in Venice, increasing millage addressed two goals, one cent sales tax, using the facilities condition report as a blueprint, and that this budget increases reserves for an emergency, such as a hurricane.

The motion carried unanimously by voice vote.

Ms. Senne noted \$300,000 will be added to utilities to cover the city assuming the responsibilities for the cross connection control program.

Council members requested a timeline for the fee schedule review for permits and land development fees.

Discussion took place on the condition of the firing range, utilizing Sarasota County's range, and if repair costs are feasible.

Mr. Lavallee noted options for the firing range, including relocation or repair.

Ms. Weeden discussed the Hazard Mitigation grant for the generator for the capital improvement program for \$550,000 and applying for tier 2 and 3 funds for Airport Avenue drainage project for \$550,000 and requested for FY20 endorsement.

Ms. Senne stated a new CIP sheet will be added, but doesn't affect the FY19 budget.

**A motion was made by Council Member Fiedler, seconded by Vice Mayor Daniels, to authorize the mayor to sign grant applications for the Hazard Mitigation Grant Program and Airport Avenue drainage project. The motion carried by voice vote unanimously.**

Mr. Lavallee asked to proceed with a consultant for first step to look at expansion of city hall.

Discussion followed on Hamilton building use and viable options for the building.

**A motion was made by Vice Mayor Daniels, seconded by Council Member Newsom, to hire a consultant to review expansion of city hall. The motion carried unanimously by voice vote.**

Discussion took place regarding the downtown beautification program and informing the public that businesses will be open during construction.

### III. AUDIENCE PARTICIPATION

There was none.

#### IV. ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned at 3:23 p.m.

ATTEST:

  
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Mayor - City of Venice

  
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City Clerk