

CITY COMMISSION BUDGET WORKSHOP

MINUTES

August 8, 2012

2:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

PRESENT:

Steve McFarlin, Mayor
Marvin Shavlan, Vice Mayor
Lorraine Huhn, Commissioner
Jim Parent, Commissioner
Bev Garnett, Commissioner

ALSO PRESENT:

Mike Bonfield, City Manager
Elaine Edmunds, Finance Director
Rebecca C. Haynes, City Clerk
George Kinney, Community Development Director
Phyllis Ruscella, Library Administrator
Catherine Hartley, Senior Planner
David Romine, Police Chief
Dan Graves, Fire Chief
Jennifer McMahon, Recreation Director

1. Fiscal Year 2012 Budget Review

Finance Director Elaine Edmunds reported that there was no change in the property values and that the City's general liability and workers compensation insurance costs can be reduced by \$50,000. The Request for Proposals were submitted at a lower cost than anticipated.

Finance Director Edmunds reported that the Finance and Budget Review Committee recommended an increase of \$5,000 in the Community

Development's Professional and Contractual account for costs associated with the Special Master process, and an increase in the advertising budget of \$3,000 for legal ads. Ms Edmunds advised that these increases will be off set by the fees charged and will have no impact on the proposed budget.

Finance Director Edmunds reported that the Committee recommended eliminating the purchase of a new police boat and suggested funding two motors for the current boat at a cost of \$40,000; and to eliminate Blind Pass Road repairs and Vina Del Mar Bridge repairs from the Capital Improvement Program.

Finance Director Edmunds reported that the Committee recommended the current millage rate of 2.856 mills.

City Manager Mike Bonfield pointed out that in 2008 there were 144 employees and next year there will be 118.6 positions. He also explained that there is an increase for the Human Resources position to full time and additional part-time hours for the Recreation Department for marketing, which will be offset by revenues.

City Manager Bonfield reported that there are no salary or health insurance increases in the proposed budget and gave an overview of the expenditures and revenues.

a. City Commission

City Manager Bonfield presented the proposed budget. There were no recommended changes.

b. City Clerk

City Manager Bonfield presented the proposed budget. There were no recommended changes.

c. City Attorney

City Manager Bonfield presented the proposed budget. The Commission held a general discussion regarding the City's legal fees and the law firm. There were no recommended changes.

d. City Manager

City Manager Bonfield presented the proposed budget and pointed out the increase for a full time human resources position. The Commission held a general discussion regarding funding for the Tuition Reimbursement

Program and agreed to budget \$5,000. There were no other recommended changes.

e. Planning Division

City Manager Bonfield presented the proposed budget and pointed out the increase in the legal advertising account. The Commission held a general discussion regarding accountability for the costs of legal advertisements and re-advertisements, and funding for economic development strategies. There were no recommended changes.

f. Building Services Division

City Manager Bonfield presented the proposed budget and pointed out an increase in the Professional and Contractual account, due to the increased costs for the Special Master. The Commission held a general discussion regarding building inspections and permit fees. There were no recommended changes.

g. Information Technology

City Manager Bonfield presented the proposed budget and noted that the current department has been eliminated effective September 1, 2012. Some of the duties may be outsourced, but no final decision has been made. There were no recommended changes.

h. Finance Department

City Manager Bonfield presented the proposed budget. There were no recommended changes.

i. Library Division

City Manager Bonfield presented the proposed budget. There were no recommended changes.

j. Parking Enforcement Division

City Manager Bonfield presented the proposed budget. There were no recommended changes.

k. Police Department

City Manager Bonfield presented the proposed budget and pointed out that, in 2014, the bond to purchase the building will be paid. The Commission held a general discussion regarding the condition of the

police patrol boat and the cost to replace two motors. The Commission was in agreement not to replace the boat. There were no other recommended changes.

l. Fire Department

City Manager Bonfield presented the proposed budget and explained that the increase in overtime is for fire inspections, which is recovered by the inspection fees. Mr. Bonfield explained the EMS funding program. There were no recommended changes.

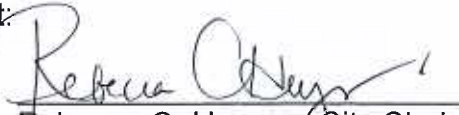
m. Recreation Department

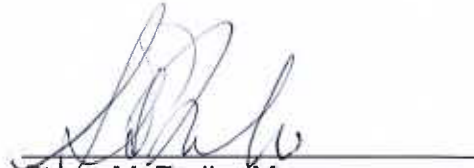
City Manager Bonfield presented the proposed budget. The Commission held a general discussion regarding the recreation vehicles, weddings and projected revenues. There were no recommended changes.

2. Adjournment

There being no further business to come before the City Commission, the meeting was adjourned at 4:02 p.m.

Attest:


Rebecca C. Haynes, City Clerk


Steve McFarlin, Mayor

Minutes approved on: 8-28-2012