



**CITY COUNCIL MEETING MINUTES**  
**Tuesday, August 6, 2019 – Budget Workshop**

**CALL TO ORDER & ROLL CALL**

Council President Horn called the August, 2019 City Council budget workshop to order at 6:30 p.m.

The following attendance is noted:

**Council Attendees**

John Dowless, Mayor  
Richard Alan Horn, Council President  
Council Member Fortini  
Ben Pierce, Council Member  
Chris Rader, Council Member

**Absent**

Lee Chotas Council Member

**Staff**

Bea L. Meeks, City Clerk  
John Freeburg, Police Chief  
Shannon Patterson, PD Manager

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Council President Horn referred to City Clerk Meeks, who provided the following:

**DISCUSSION HIGHLIGHTS**

- City Clerk Meeks referenced the documents in the agenda packet
  - Workshop agenda
  - Copy of draft minutes of the July 29, 2019 budget workshop
  - Copy of draft budget
  - Copy of calculations to show difference in transfer of reserve funds using millage rate of 4.95 versus 5.25

City Clerk Meeks explained that the draft minutes were being provided for Council to reference what occurred in the first budget workshop. She said Council would not be approving the minutes in the workshop. She said the minutes will be approved in the August City Council meeting.

- City Clerk Meeks explained the increase in the employee insurance. She confirmed that the adjustment was made in the draft budget being reviewed in this workshop.
- In response to Mayor Dowless, City Clerk Meeks explained the status of FEMA reimbursements related to Hurricane Irma. City Clerk Meeks confirmed that FEMA has sent all the funds to the State and she is now communicating with contractors for the Florida Division of Emergency Management. She said several requests were made for documents and now she is being asked to respond to procurement questions.
- City Clerk Meeks explained the State Board Administration (SBA) investment fund accounts (General Revenue-Roads & Streets-Stormwater). She said she contacted SBA and received confirmation that the Plan B account was closed some time ago and that the City can transfer funds out at any time. City Clerk Meeks said that currently she is the only authorized person on the account; therefore, she will be bringing this matter to the August Council meeting for Council to provide updated authorized users on the accounts.
- Discussion led by Mayor Dowless regarding roads and streets and the need to update the City's Capital Improvement Plan. Mayor Dowless said that Council President Horn drove Stratemeyer Drive and the road is in bad shape. He said a proposal for repair/maintenance/improvements was submitted to Mayor Bagshaw in 2018 that included Stratemeyer Drive and neighboring roads. The proposal was over \$258,000.
- City Clerk Meeks gave a brief summary of road repair/maintenance done in the City since 2011. She confirmed the expenditures totaled \$932,311.68.
- Council Member Rader said his long term concern is taking from reserve every year.
- Council Member Fortini said she is okay with setting the millage at 5.25 mills.
- Council Member Pierce explained what the beginning fund balance was and the budgeted ending reserves. He said there is \$125,000 plus \$50,000 rolling over into the Fund Balance.
- Council discussed whether or not they want to build up the roads and streets fund, and begin repairs/maintenance in the 2020/2021 fiscal year; or, take more from reserves and do road work in the 19/20 fiscal year.
- Brief discussion was held regarding educational reimbursement in the Police Department. Chief Freeburg explained how the CBA addresses educational reimbursements. He said the requests responded to on a first come, first served basis.
- Council returned to discussion regarding roads and streets. Council Member Pierce said he would set the millage rate at 5.25 mills to add to the reserve account, and begin repair and maintenance of roads in the 2020/2021 fiscal year.
- Mayor Dowless said Council should not consider the outstanding FEMA funds (\$196,000 +/-), he said if the City gets the reimbursement, then consider it a bonus.
- Discussion regarding Tammy Campbell's bullet #4 regarding a deficit in the fund balance of \$84,851. Council Member Rader asked for a narrative explanation.

- City Clerk Meeks confirmed September 3, 2019 is the date of the first budget hearing.
- Council said they wanted to change tentative budget meeting to September 20, 2019 at 5 p.m., prior to the regular Council meeting.
- City Clerk Meeks confirmed the following with Council:
  - Set the millage rate at 5.25 mills in the final budget.
  - Get clarification from Tammy Campbell at McDirmit-Davis regarding bullet #4.
  - If Council Members are satisfied with Tammy's clarification; there will be no need for a third budget workshop

<b>ADJOURNMENT</b>
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The City Council budget workshop adjourned at 8:40 p.m.



Richard A. Horn  
Council President



Bea L. Meeks, MMC, CPM, CBTO  
City Clerk

*Approved on August 20, 2019.*

Recorder went off/not recording