

**FRUITLAND PARK CITY COMMISSION WORKSHOP
MEETING MINUTES
August 24, 2023**

A workshop meeting of the Fruitland Park City Commission was held at 506 W. Beckman Street, Fruitland Park, Florida 34731 on Thursday, August 24, 2023, following the regular meeting at 6:00 p.m.

Members Present: Mayor Chris Cheshire, Vice Mayor Patrick DeGrave, Commissioners John L. Gunter Jr., and John Mobilian.

Member Absent: Commissioner Chris Bell

Also Present: Gary La Venia City Manager; City Attorney Anita Geraci-Carver; City Treasurer Gary Bachmann; Deputy Finance Director Denise Bower; Police Chief Erik Luce; Public Works Director Robb Dicus; Human Resources Director Betty McHale; Michael “Mike” Rankin, Interim Community Development Director, LPG Urban & Regional Planners Inc. (consultant retained by the city), and City Clerk Esther B. Coulson.

1. CALL TO ORDER

Mayor Cheshire called the meeting to order at 7:04 p.m.

ACTION: 6:00:00 p.m. No action was taken.

2. ROLL CALL

Mayor Cheshire requested that Ms. Coulson call the roll where a quorum was declared present.

By unanimous consent, the city commission excused the absence of Commissioner Chris Bell from this evening’s meeting.

3. PERSONNEL POLICIES AND PROCEDURES MANUAL

Ms. McHale gave a power-point presentation on the wage and salary market update, the recruiting firms contacted for the city manager position, part-time employee benefits, the proposed sick leave policy, and mission statement and core values to be included in the employee personnel policies and procedures manual.

Chief Luce calculated how evaluations and increases for police officers are conducted; acknowledged the existing problems with recruitment in the surrounding areas, and addressed how pay grades for experienced officers are utilized.

In response to several questions posed by Vice Mayor DeGrave, Mr. La Venia confirmed that what has been presented is already included in the proposed FY 2023-24 budget and Ms. Geraci-Carver suggested placing an asterisk identifiable in the proposed budget as an earmark for the city manager’s position.

After much discussion, Ms. McHale concurred with Vice Mayor DeGrave's suggestion to change from the proposed sick leave policy under Subsection C.5. *Sick leave payout will be capped at \$15,000 . . . to read: Sick leave payout not to exceed \$15,000*;

Subsection 8.a. *Supervisor my request . . . to read: Supervisor may request*, and

Subsection 8.b. *Request the employee to obtain a "fitness for duty" exam from a city healthcare provider . . . changed for the city to select its own healthcare provider.*

After discussion, Vice Mayor DeGrave referred to a recent communication received from Administrative Assistant Preslee Hammon voicing concerns on the maternity leave policy and requesting change to same to which Ms. McHale confirmed is covered under said policy; a copy of which is filed with the supplemental papers to the minutes of this meeting.

Earlier in the meeting and **by unanimous consent, the city commission accepted the policies proposed by the human resources director to be included in the personnel policies and procedures manual.**

Ms. McHale referred to her August 23, 2023 meeting with Ms. Dorothy "Dotty" F. Green (Latham, Shuker, Eden & Beaudine LLP) labor counsel retained by the city to review the changes in the manual to be considered at a future commission meeting and in response to Vice Mayor DeGrave's suggestion that instead of providing a redlined version reflecting the revisions, her plan to submit a spreadsheet showing the changes.

By unanimous consent and upon Vice Mayor DeGrave's recommendation, the city commission agreed that the personnel policies and procedures manual be provided in advance of being presented at a future workshop meeting scheduled upon the conclusion of a regular city commission meeting.

4. CITY MANAGER RECRUITMENT – SEARCH FIRM PROPOSALS

Earlier in the meeting, Ms. McHale reviewed the recruiting firms she contacted on the spreadsheet she distributed (as revealed in the power-point presentation under Item 3) and agreed with Vice Mayor DeGrave to explore other recruiting firms.

5. OTHER BUSINESS

After Ms. McHale announced that she has provided Mr. La Venia with her resignation with her last day to be on September 30, 2023 and thanked him for the opportunity; a copy of which is filed with the supplemental papers to the minutes of this meeting.

In response to Mayor Cheshire's question, Ms. Geraci-Carver explained that Ms. Green could review the manual with the city commission and Ms. McHale mentioned her availability on a contract basis.

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6. **ADJOURNMENT**

The meeting adjourned at 7:47 p.m.

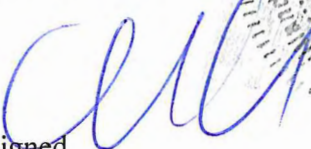
The minutes were approved at the September 14, 2023, regular meeting.

Signed



Esther B. Coulson, City Clerk, MMC

Signed



Chris Cheshire, Mayor

