

**FRUITLAND PARK CITY COMMISSION BUDGET WORKSHOP MEETING MINUTES  
AUGUST 6, 2013**

MEETING STATISTICS. A budget workshop meeting of the Fruitland Park City Commission was conducted in the Commission Chambers of City Hall, 506 West Berckman Street, Fruitland Park, Florida on Tuesday August 6, 2013 beginning at 6:06 p.m

INVOCATION AND PLEDGE OF ALLEGIANCE. Commissioner Cheshire delivered the invocation followed by the Pledge of Allegiance led by Commissioner Goldberg.

ROLL CALL. Mayor Bell asked Acting City Clerk Marie Azzolino to call the roll.

ELECTED OFFICIALS PRESENT. Commissioner John L. Gunter, Jr., Commissioner Chris Cheshire, Commissioner Albert O. Goldberg, Vice Mayor Sharon Kelly, Mayor Christopher J. Bell

MUNICIPAL OFFICIALS/OTHERS PRESENT. Interim City Manager (ICM) Rick Conner, Police Chief (PC) Terry Isaacs, Acting City Treasurer (ACT) Susan Parker, Community Development Director (CDD) Charlie Rector, Recreation Director (RD) Michele Yoder, Library Director JoAnn Glendinning and Acting City Clerk (ACC) Marie Azzolino.

01. CITY MANAGER'S REPORT – (ICM) Rick Conner stated that Amanda has taken care of ALL the billing for the City for a few years now. Great Job to Amanda for her report on all fees being billed by the City.  
Mayor Bell stated that he had even forgotten about some of the items billed.  
Mr. Conner stated that the one cent tax does go into the capital projects fund. \$50,000 has been set aside for raises and bonuses. Question on the \$120,000, it is revenue. Sewer debt is covered. The City Hall is paid off.  
Rick Conner stated that we are about \$36,000 in the red right now with no additional funding but adding in the bonuses. It does not include the additional money for Scott. That would put us \$61,000 in the red.

Mayor Bell asked Sue to check the Contingency Fund during the break.

**Law Enforcement:** Chief Isaacs gave up Rob Parish's salary (the \$50,000) to use for raises and bonuses. I have a secretary who is also a police officer, David Borst is half police officer and half firefighter, and David Cox is half police officer and half I T person. The police department did their part to help the budget and we are not asking for anything in the new budget at this time. We do need to buy some cars and we have the means to do that without hurting the budget.

Commissioner Cheshire wanted to know if the County gives any money to aid the crossing guards.

Chief Isaacs said no and we will have more kids walking this year because of the rezoning of the buses. Chief also said they are aiding the principal and vice principal with an alarm neck devise that will go straight to the police.

Deputy Chief Borst stated that each new car will need laptops.

Mayor Bell stated that the laptops that the Commission is giving up for I Pads can go into the new police cars. They should last a few years.

**Fire Department:** Chief Borst stated the \$2300 is for Christmas bonuses of \$100.00 each up from \$50.00 each last year. Chief Borst wants to raise the stipend \$50.00 per firefighter. Chief Borst stated that the firefighters are flushing the hydrants at \$10.00 per hour.



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Vice Mayor Kelly stated that she wanted to make sure that money was not being paid twice and that they are VOLUNTEERS.

Chief Borst said we are NOT volunteers.

Mayor stated are they employee or not employees.

Chief Borst stated they are employees in a sense.

Vice Mayor Kelly said she didn't like the fact that these fees are forced on her, and maybe we should go to straight time and no stipends.

Chief Borst stated that if the Commission approves the increase the firefighters would not be included in any raises or bonuses coming up for the employees.

Mayor Bell wanted to make sure that David was not including himself in those firefighters.

Rick Conner stated at this point we are \$61,100 in the red.

**Building and Zoning:** Charlie Rector, CDD, wants a workshop meeting next week to discuss the Coming of the Villages. Also a special meeting might have to be called in September.

Fire inspector fee is \$3000. We need that in the budget, in wages. It is money in and money out and it is for business only not home inspections.

Wages will need to be recognized if and when the Villages come in.

Engineering will need to have some funds in the budget.

Mayor Bell doesn't know if we should consider the villages coming at this time.

Charlie feels we should put some money in..... \$6,000 and drop planning to \$10,000.

Marie Azzolino (ACC) stated at this point we are \$ 56,600 in the red.

Contractual services ..... needs to go to \$23,600.

Postage..... needs to go to \$2,500.

Annexation & Rezoning..... needs to go to \$750.00 on each this would make a wash on the \$2500 for postage.

Charlie Rector stated that the Cochran property has a lien on it and at this point they are going to split it up and they will want to negotiate with us. Right now they owe \$60,000.

**Storm water:** Charlie Rector said he can live with the budget the way it is but would like to increase training and education for storm water classes. Training will go from \$300 to \$500.

Mayor Bell wants a report to identify projects from the most severe to the least.

**Roads and Streets:** Charlie Rector stated the GPU replacement pumps are burning out. The warranty has expired. Part of the City will be on the old system and the new customers coming in will be on the new system.

**Parks and Rec Maintenance:** Charlie Rector would like to get rid of some of the old trucks. Public Works does not need any new trucks. Charlie Rector said that since we have a new custodian we have a tighter handle on paper products that the City uses. Charlie stated that they will use one of their trucks and make it into a dump trailer for half the cost. Under salaries – Charlie gets 10 hours under Roads and Streets, 30 hours in the Building Department and 40 hours in Public Works. In Public Works we had two open positions but we have filled one and still have one open at this time.



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Charlie stated that vehicle repairs needs to go from \$2500 to \$3000. On equipment repairs we need \$2000 instead of \$1500. Charlie stated that City Hall is now 10 years old and we will have to start looking into improvements and repairs. Facilities repairs we need \$5000. Charlie suggested that water needs to go from \$6000 to \$9000. On rental equipment it needs to go from 0 to \$1500.

Mayor Bell stated under insurance and liability it is \$7200 so we should make it \$9000.

Charlie stated that there is some equipment that we repair on a yearly basis.

Mayor Bell stated we still have storm water to discuss.

Mayor Bell suggested we come back tomorrow night at 6:00 with updated figures so we can continue.

Rick Conner stated that there is money in the reserve fund in case there is a need for it even though I don't like to do that. But Mayor Bell stated that there has always been a balanced budget and that is the way I would like to keep it.

Charlie stated that he doesn't know why some accounts couldn't be combined. It would make a lot of sense to revise some of those accounts. For instance, office supplies should be one account, facilities repairs, etc.

Rick Conner, (ICM) stated that one the figures come in setting up the accounts would be no problem.

**Library:** JoAnn Glendinning (LD) stated that under facilities repairs and maintenance, mulch and shrubs \$1500 has been given back to the City. That is a typo. Under the security system the \$250.00 should be \$500.00. The rest of the Library budget is fine. JoAnn has approximately \$1700 left in her 2012-2013 Budget and would like to spend it on E books and other necessities for the library. Mayor Bell stated that he would allow JoAnn to spend \$1500 and give \$200.00 back to the General Fund.

JoAnn stated that the extension of the Library is almost ready for bid.

Rick Conner stated that to the west of the Library is a piece of property owned by a gentleman that Charlie and I think would work well for the extension if we could purchase that property.

JoAnn stated that every year she pays Century Link \$480.00 a month but receives two refund checks back a year for \$2400.00 each which goes into the General Fund.

**Recreation:** Michele Yoder, (RD), stated that all lifeguards are certified. Commissioner Gunter wanted to know if Michele was certified. Michele stated she is certified.

Michele stated that this year we bought a pool vacuum. Charlie stated that this year we did not need pool motors so Michele bought the pool vacuum. Next year they will probably need the pool motors.

Mayor Bell wanted to know if the revenues are okay on the pool.

Michele stated she cut the hours down a lot for the pool.

Michele stated she would like to buy quick books accounting Excel. The system runs all the reports and accounting we would need. It is \$1299.00. This system is complete with equipment.

Michele stated that she has been selling swimming equipment at the pool and it has been making a profit.

Rick Conner stated that under equipment purchases it will go from \$1300 to \$4300. Michele stated that we charge \$50.00 a week for summer camp but is we go to \$75.00 a week that would pay for a summer camp aid.



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Mayor Bell stated under income we will add \$3500 for summer camp aid. Michele stated that camp runs for five weeks. The camp runs three weeks on, two weeks off and two weeks on. The \$3500.00 for the aid is for seven weeks. Michele stated that the recreation conference hotel is listed at \$500, but should be \$750, and the recreation conference would have to be \$350. All expenses for Hometown Christmas and Fruitland Park Days are moved to the CRA fund. These expenses are all part of the events. Commissioner Cheshire wanted to know how the Friday night Pizza parties are going. Michele stated that last Friday they had 19 people there, but next year she will advertise early. Michele stated that the quote for the flashing light sign is \$15463.00. We have \$40,000 left because of all the money they saved from the lights. Mayor Bell stated he would like to hold off on the flashing light sign for now. Mayor Bell stated that the Recreation revenue showed a profit. Vice Mayor Kelly questioned the amount of money spent on awards and medals. Michele stated that the trophies cost \$7.00 a piece and then there are ribbons, six per child and they are making a profit on the trophies and ribbons.

**Water Utilities:** Under wages the supervisor is Dale at \$17.80 with the 15% he is getting now. Charlie stated that he needs to make that permanently. Also the mechanic, Ron, has gone from full time to part time. He is no longer eligible for insurance or benefits. The \$10,000 we save from his salary and insurance will be able to give Dale the increase.

Mayor Bell stated that we will look at that when we do the pay scales. Rick Conner stated that those deletions will be calculated into the budget. Mayor Bell stated that if the Villages come in there will be adjustments made to many line items. Mayor Bell wants to review the contract for Munis. Mayor Bell stated that he seems to think we have the premier package. Charlie Rector (CDD) stated that under communications it should be \$9060. not \$7500. \$1560 needs to be added back into the budget.

**Rental Equipment:** Charlie stated that we still have to rent equipment, but would like to get a compressor and a light trailer. We would need \$11,000. to buy these but if we don't then we need to put money in the Rental Equipment item line.

Mayor Bell asked Charlie to bring in some quotes at next Commission meeting. Under water main breaks it is okay at \$10,000. Charlie stated, that each Well, the chlorinators need to be rebuilt. We need at least \$3,000.

Rick Conner, (ICM) stated that almost every city has a light trailer for emergency use.

Mayor Bell asked Charlie to check out some prices. Mayor Bell asked that we increase water main breaks to \$15,000. Charlie stated that before we drill for a new Well there is new technology out there that we need to look into.

Charlie stated that under radio repairs we do not need the \$200. Under fire hydrants some need to be replaced and some need repairs. We can take \$2500. off from \$10,000 to \$7500.

Under supplies we have to replace water meters. Under law we have to put in NO LEAD meters. If it is broke we have to replace with new meters but if it is an

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existing meter working properly we don't have to replace until it breaks down. The new meters cost \$118.00.

Mayor Bell would like Charlie to make a list of the vendors we use so we can contact at the League of Cities Conference.

Charlie stated that the wands that they use to read the meters are obsolete. The three we have are up and running but we will need new ones in the budget in the next year or so. They run \$7800. for each one.

Rick Conner stated that the lab reports that have been coming back state we are in good shape. Congratulations to Charlie's staff.

Charlie stated that we need to add \$2,000 to electric.

Charlie stated that under water we have budgeted \$2500 but we need to add \$300. to go to \$2800.

Vice Mayor Kelly wanted to know who is going to school.

Charlie stated that Dale and Terry attend school for certain certifications.

The GPU replacement pumps are burning out. The warranty has expired even though they have not been used. The warranty is one year on the rebuilt ones. Probably within the next five to six years we are looking at a major cost for these new pumps.

Commissioner Cheshire asked if there was a difference in the type of pump you can use.

Charlie stated that with the system we have there are only certain ones that we can use.

Under water, for Casino and other buildings we need to raise it from \$6000. to \$9000.

Rental equipment for all ball fields needs to be raised from \$0. to \$1500.

Mayor Bell asked under insurance, liability, etc. we budgeted \$7500, needs to go to \$9000.

Equipment purchases: Charlie stated that they replace some of these items during the year such as weed whackers, chalkier, etc.

Mayor Bell stated that we conclude for this evening and return tomorrow evening to finish up at 7:00pm.

Rick Conner stated that at this point we are in the red around \$56,000. Rick also stated that we have a good reserve with a healthy future so I would not suggest taking money from the reserve, but you can.

Mayor Bell stated at this point he would not like to make a comment on that.

Marie Azzolino stated that the meeting for the 8<sup>th</sup> will start at 5:00. Interviews will be 5:00 with Ester Coulson for City Clerk and 5:30 with Tannette Gayle for City Treasurer.

Mayor Bell stated that the interviews will be done as a cumulative interview. After the interviews we will break for dinner and start our regular meeting at 7:00.

02. ADJOURNMENT. There being no further business to discuss, Commissioner Cheshire moved to adjourn the regular meeting. The meeting adjourned at 11:30p.m.



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Christopher J. Bell, Mayor

Attest:



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Marie A. Azzolino, Acting City Clerk