

CITY COMMISSION WORK SESSION
July 18, 2011

The work session was called to order by Vice Mayor Leary at 3:33 p.m. in the Commission Chambers, 401 Park Avenue South, Winter Park, Florida.

Members present:

Commissioner Steven Leary
Commissioner Sarah Sprinkel (arrived 3:45 p.m.)
Commissioner Tom McMacken
Commissioner Carolyn Cooper

Also present:

City Manager Randy Knight
Assistant City Manager Michelle del Valle
Finance Director West Hamil
City Clerk Cynthia Bonham
Deputy City Clerk Michelle Bernstein

Absent:

Mayor Kenneth Bradley

This meeting was a work session with no public input.

Budget discussion:

This work session was to discuss the 2012 budget.

City Manager Knight distributed the agenda which included the following discussion items based upon Commissioner requests: Fire and police pension projections, proposed pay increase, reserves, hotdogs for July 4 event, board appreciation event, 1% increase for the library, trend or default rates/projection of refunding, CIP-deferred, water and sewer capital vs. maintenance and parks capital.

Commissioner Cooper asked City Manager Knight to include all of the Commissioners email addresses when responding to their budget questions so that everyone is working with the same information as they move forward. City Manager Knight acknowledged. He also noted that if the Commission would like to have additional budget work sessions that staff will be available. Some of the questions and discussions that were addressed are as follows:

Fire and Police pension projections.

Commissioner Cooper referred to the contribution projection table that was presented and asked what it would take to make the slowly graduated line to a straight line. City Manager Knight replied that the City would have to add about \$3.9 million a year into the plan which is approximately \$700,000 more than what is currently budgeted.

Commissioner McMacken asked about obtaining an actuarial calculation. City Manager Knight acknowledged and advised that they will obtain a cost proposal for this task.

Proposed Cost of Living Pay Increase of 2% for employees.

City Manager Knight advised that he received an email from Mayor Bradley indicating that he prefers a merit base increase vs. across the board. Commissioner Cooper said she is in favor of the merit base increase.

Commissioner Sprinkel recommended a 3% pay increase across the board and requested that the merit evaluation be part of the pay raise study. She asked how much the additional 1% would cost. City Manager Knight said it would be an additional \$240,000 in general funds for

1% and \$120,000 for an additional .5% increase. Commissioner Sprinkel requested that they find the money since she preferred the 3% increase and if that cannot be achieved, she recommended a 2.5% increase across the board.

Commissioner Leary said he is in favor of the 2% increase across the board but he would like to see if they can get it to 3% for this year so they can get the salaries back to where they should be and as they move forward with the next budget cycle to look at making it merit based.

City Manager Knight said he prefers the increase be across the board since there has not been any increase for employees in the past 2-3 years and the ease of implementation on October 1 since the Commission adopts the budget a week prior.

Reserves

Commissioners Leary, McMacken, Sprinkel and Cooper agreed to keep 30% as a goal and if services are being affected they can readjust it.

Hot Dogs

City Manager Knight advised that the cost is approximately \$5,000-\$7,000 and is not currently in the budget. He explained that a significant amount of resources would be needed if the City funds the hotdogs and that in the long run it would be easier to continue to allow vendors to sell hotdogs or they could look for a sponsor.

Board appreciation

City Manager Knight said there is currently \$16,000 in the balanced budget for this. Commissioner Sprinkel suggested making it a more casual event and to limit the cost to \$5,000. For now, they agreed to leave the \$16,000 in the budget.

Capital Improvement Projects – deferred

Several projects mentioned were railroad quiet zones, City Hall and the renovation of Fire Station 64.

They briefly discussed the overall effects of SunRail and how it relates to traffic, parking and quiet zones. Commissioner McMacken suggested setting aside additional funds next year for an urban development plan and/or study to further define the streetscape look for Denning Drive from Fairbanks Avenue to Webster Avenue. Commissioner Leary suggested to have staff look at what has previously been completed and come back with a recommendation on whether it will require a whole new plan, what the cost would be and when it will be needed. Public Works Director Troy Attaway acknowledged and suggested that they also include Orange Avenue to east of Fairbanks Avenue.

Commissioner McMacken mentioned the public parking lot behind the new SunRail/Amtrak station and to make sure that enough dollars are allocated so the parking lot is done correctly. He also asked what the cost would be to relocate the maintenance shed at Central Park to improve the looks of train station. He asked that if it cannot be relocated to somehow incorporate it into the design such as putting a fake rock over well pump and installing a transformer box for the park's electrical system.

Organizational support.

City Manager Knight advised that the library is asking the City for 1% more this year than they have received last year which is approximately \$13,800.

It was addressed that the Winter Park Historical Association received \$60,000 from the City last year and that this year they are asking for \$75,000.

Mr. Knight mentioned that the City allocated \$15,000 in the budget for United Arts and that they are asking for \$1.00 per capita which is approximately \$27,500 this year.

Commissioner Sprinkel asked who decides what organizations should receive support and how an organization applies for support. City Manager Knight explained that every year numerous organizations make requests and that the Commission adopted a policy this year that says the City should fund the same amount as last year to the three organizations listed above.

Commissioner Sprinkel requested that they establish a system and eligibility guidelines for those organizations requesting support so that everyone can be considered instead of basing it on Commission direction and only picking three or four each year. This would include what is needed to qualify, what paperwork is to be filled out, who is entitled to assistance, if the City should receive something in return for the support, etc. She also requested that a checklist be provided to those organizations wishing to request support from the City.

City Manager Knight noted that the contingency fund is currently \$225,000 which is one-half of 1% of the operating budget.

Commissioner McMacken suggested that they use the same format as last year as follows: City Manager Knight provided the Commissioners with a budget item list so that each of the Commissioners could provide their input on items they believe are priorities. A budget work session followed to allow the Commission to discuss their items and make recommendations. The line items that received consensus were brought forward to the budget hearing and voted on. City Manager Knight acknowledged and informed them that the list will be sent out to them for their input.

The meeting was adjourned at 3:08 p.m.

A handwritten signature in cursive script, reading "Cynthia Bonham". The signature is written in black ink and is positioned above a horizontal line.

City Clerk Cynthia Bonham