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CITY COMMISSION WORKSHOP
MINUTES
AUGUST 9, 2016

Vice Mayor James called the meeting to order at 6:31 p.m.

Invocation by Vice Mayor Gloria James.

Pledge of Allegiance.

Roll Call: Mayor Byran Williams – Absent
Vice Mayor Gloria James – Present
Commissioner Jason Evans – Present
Commissioner Scott Jamison – Present
Commissioner Sue Weller – Present

Staff Present: Ed Booth, City Manager
Jenny L. Parham, City Clerk
Jennifer Stull, Finance Director
Angela Stone, Assistant City Clerk
Bruce Gillingham, Fire Chief
Amanda Rodriguez, CRA Executive Director
Dralynn Swick, Administrative Assistant

PRESENTATION OF PROPOSED FY 16/17 BUDGETS FOR THE FOLLOWING DEPARTMENTS:

PUBLIC WORKS

1) WATER

Mr. Booth gave an overview of the budget. He stated that we will be putting in a position for a Service Worker II, to work on installing new meters and for the zero read accounts.

Mr. Booth explains the Capital Outlay is for new meters.

Commissioner Jamison asked if there is a way to see the increase in revenue for the replacement of the meters. Jennifer Stull, Finance Director, stated there are too many factors that contribute.

Commission Weller asked if the Commission will receive a report of the zero consumption. Mrs. Stull advised that on a month to month basis they can provide this. Mr. Booth added that we can also let them know the meters being replaced each month.

2) SEWER

Mr. Booth advised that the increase is due to the SRWMD Grant Project. Mr. Booth advised that there will be adjustment when the Sewer Project begins, which he estimates that it should begin in about 8 months. He advised that the Camp Kulaqua project should start in about 60 days.

Mr. Booth advised that there is an increase in the Life and Health insurance. Advised that there is an increase in contractual services for the Grinder Repairs.

Mr. Booth states that the Capital Outlay, Machinery & Equipment is for a truck with a lift.

3) SOLID WASTE

Mr. Booth advised that this includes the small increase being charged by WCA. He states this has pretty much remained the same.

CRA

Amanda Rodriguez, CRA Executive Director, advised that there are two budgets in the packet, one that the City Manager and the Finance Director put together and the other is the one presented at the CRA Meeting last Thursday. She gave an overview of the CRA Budget. She advised that the County's Contribution will be less.

Commissioner Weller asked about that the Appropriated Prior Year Funds. Mrs. Stull advised she took that from the Audited Finance Statements. Mrs. Rodriguez stated that the difference is the Sidewalk Project, the Finance Director rolled the entire amount forward and she that we ,au pay the engineer prior to the new budget year.

Commissioner Evans asked if the county wanted a separate line item for the repayment. CRA Director Rodriguez stated the county will want it a separate line item.

CRA Director Rodriguez spoke of proposing her salary being increased with an increase in the number of hours she works. She advised that at the last CRA Budget Workshop she was asked to bring similar CRA's Director's salaries; which she presented to the commission.

Commissioner Weller stated that the problem is that the County already thinks that the administrative costs are high, and this would increase it. CRA Director Rodriguez stated that she feels she can reduce it as she does a lot of the Administrative Work that the Maximus Study gives for the Administrative Costs. Commissioner Weller states that if we reduce something in this fund then we would have to reduce it for the rest. CRA Director Rodriguez stated that she recommended to the City Manager that

only the legal be removed. CRA Director Rodriguez stated that if she is hourly, she has to stop working after she has worked the contracted number of hours and there are things that will not get done. She also requested moving the Farmer's Market under the CRA. She spoke of the Farmer's Market Manager not being paid enough or being up to the caliber of doing the reporting.

Commissioner Weller stated the Farmer's Market was not intended to make the City money.

Commissioner Jamison stated that he would be willing to go up the \$5,000 as other Directors will receive and for her to start recording hours accordingly. He also feels that the Farmer's Market should stay how it is currently. He stated that he does not think the CRA position is at a full-time level yet.

Commissioner Evans stated that he is fine with the Director being hourly, and feels that there should be one City person or the CRA Director to oversee the Farmer's Market.

Mrs. Stull advised that the budget provided by the Finance Director and the City Manager includes the \$5,000.00 increase for the CRA Director.

CRA Director Rodriguez spoke of trying to get a part-time employee designated to the CRA and not sharing an employee with Public Works.

CRA Director Rodriguez stated the increase in Professional Services is for the Master Plan for James Paul Park.

CRA Director Rodriguez stated that the Commercial Activities is decreased as we will be doing virtual advertising more than the print advertising. She adds Murals decreased as we are going to try and get quilt murals, which cost less.

CRA Director Rodriguez stated that the Grant to Others is \$25,000 to Façade Grants, \$5,000 to Nonprofit Grants and the remainder will go for Fire Suppression Grants.

FIRE

Mr. Booth advised that the budget was based on a \$93.00 Fire Assessment. He states he feels this is below the average for the area.

Mr. Booth advised that there is an increase in Revenue for the contract amount with Alachua County. He adds there may be SAFER Grants that come in, but we will not find out for a month or so. Chief Gillingham advised that the SAFER Grant would be \$245,000.00 over three years, but if we use veteran preference than we will get a year extension.

Mr. Booth advised that there is a half time position in this budget for administrative work that will be shared with PDC.

Mr. Booth stated that Capital Outlay is bunker gear at \$1875 each. Chief Gillingham stated that some of the gear they currently have are reaching their age limit.

Mr. Booth stated the Capital Outlay is really at a minimum. He states that we are really optimistic for the SAFER Grant.

CEMETERY

Mr. Booth advised that this is the reserve fund. Mrs. Stull advised that this is for the Cemetery plots.

IMPACT FEE

Mr. Booth advised there has been an uptick in construction. He states it is hard to determine an estimate of how many houses will be built. Mrs. Stull stated that if we get the money for the Sewer Project they will pay impact fees.

Mr. Booth stated that he would recommend that we keep this budget austere.

Motion Commissioner Weller to adjourn.

Vice Mayor James adjourned the meeting at 7:39 p.m.