



Tuesday, June 26, 2018
City Commission Special Meeting
Minutes

I. CALL TO ORDER

Having been duly advertised as required by law, the special meeting of the City Commission of the City of New Smyrna Beach, Florida, was held on Tuesday, June 26, 2018 at the City Hall Commission Chamber, 210 Sams Avenue, New Smyrna Beach, Florida 32168.

Mayor James W. Hathaway called the meeting to order at 5:00 PM.

Attendee Name	Title	Status	Arrived
Jason McGuirk	Vice Mayor	Present	
Jim Hathaway	Mayor	Present	
Judy Reiker	Commissioner	Present	
Jake Sachs	Commissioner	Present	
Randy Hartman	Commissioner	Present	

Also present were City Manager Pamela Brangaccio, City Attorney Carrie Avallone, Assistant City Manager Khalid Resheidat, Police Chief Mike Coffin, Fire Chief Shawn Vandemark, CRA/Economic Development Director Tony Otte, Planning and Zoning Director Amye King, Leisure Services Director Nancy Maddox, Finance Director Althea Philord, Assistant Finance Director Lewie Wise, Information Technology Director Thomas Cook, Public Information Officer Anna Hackett, City Clerk Johnny Bledsoe and Assistant City Clerk Kelly McQuillen.

II. PRESENTATION OF THE CITY MANAGER'S PROPOSED BUDGET FOR THE FISCAL YEAR 2018/2019

Finance Director Althea Philord outlined a PowerPoint presentation for the Fiscal Year 2018/2019 proposed budget. She presented a snapshot of the budget overview to include the following information:

FY2018/2019 Citywide proposed budget was \$51,166,263
FY2018/2019 General Fund proposed budget was \$26,919,590
2018 Tax Roll increase was 8.45=\$1,006,723

Ms. Philord announced that the Assistant City Attorney and Solid Waste Compliance Officer positions were reclassified to full time positions due to an increase in workload. She outlined budget changes, general fund revenues, property taxes and capital equipment requests.

Ms. Philord outlined the major increases in the General Fund:

- Projected Employee COL Increase Budgeted - \$429,076 (Negotiations underway with 2 Unions)

- General Fund - \$369,182
 - Other Funds - \$59,894
- Police Officer's Market Adjustment to assist with recruitment- \$309K - General Fund
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 - Capital Equipment & Capital Improvement -
 - General Fund- \$1.3M (Total includes \$462K in public safety equipment)
 - Police Vehicles - \$100K (Utilizing remaining police pension credit to assist with purchase of vehicles)
 - TOTAL \$1.2M

Ms. Philord outlined the Capital Equipment requests, funded in FY2019/2019:

GENERAL FUND (001)

Information Technology (51302)

Ford Explorer	30,000	
45 HP Towers Monitors (50% Funded in FY2018/2019)	56,250	86,250

Police (52101)

2 Police Interceptor SUVs - Patrol Sgts. {R}	75,600	
2 Police Interceptor Sedans - Patrol Officers {R}	75,600	
3 Mid Size Sedans/SUVs - CID {R}	78,750	229,950

Fire (52201)

800mz Radio System {R} (50% Funded in FY2018/2019)	143,500	
Fire Boat {N} Fire Impact Fees	89,389	232,889

Streets (54101)

3 - 2019 Ford 250s {R}	69,000	
3 - Kubota 60" Rear Discharge Mowers {R}	27,000	
16' Big Tex Tandem Utility Trailer {R}	5,500	
Tractor with Box Blade & Broom {R}	65,000	166,500

Parks (57202)

3 Mowers - John Deere 60" (\$10,500 each) {R}	31,500	
3 Big Tex tandem Axle Utility Trailers (\$5,500 each) {R}	<u>16,500</u>	48,000

Sports Complex (57501)

Toro 72" Rear Discharge Mower {R}	9,430	
Kubota Truckster RTV {R}	22,317	
Toro Top Dresser {R}	<u>23,815</u>	55,562

Building & Maintenance (59101)

2 Ford F150s w /Utility Service Body & Ladder Racks {R}	<u>57,000</u>	<u>57,000</u>
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Total General Fund Capital Equipment Requested (001)

\$ 876,151

Ms. Philord outlined Capital Improvement Requests:

GENERAL FUND (001)

Leisure Services (57201)

Old Fort Park Repairs	567201	Repairs to wall - Total estimated cost is \$170,000; City will apply for Echo Grant to finance 50% of the cost. This represents City's	85,000
Women's Club Renovations	567835	Major Repairs and Renovations as needed; this is a historical building. Total anticipated cost is \$600K and is a multi-year project. This is Phase I which totals to \$150,000; City will apply for ECHO Grant to cover 50%. This represents City's match.	75,000

Parks (57202)

Buena Vista Playground	567201	Purchase and Installation of new fitness equipment (To be paid with Park Impact Fees)	75,000
Detwiler Park	567201	Resurface tennis & basketball courts; repair fence	45,000
Manatee Park	567201	Shade structures for playground equipment (to be paid with Park Impact Fees)	70,000

Sports Complex (57501)

Overflow Lot	567201	Fence & sprig overflow lot	53,077
Thor Guard System	567201	Thor system with access horns & strobe lights near softball and football fields	22,820

GENERAL FUND CAPITAL PROJECT REQUESTS (001) \$ 425,897

Ms. Philord outlined Capital Equipment Requests, funded FY2018/2019, other funds:

Law Enforcement Trust

Capital Equipment	40,000	
Total Law Enforcement Trust (103)		40,000

Building (113)

GIS Server	55,000	
Ford Escape	21,000	
Total Building Fund (113)		76,000

Parking Fund (115)

1 Parking Kiosk for Swoope	12,000	
Small 2019 SUV	19,500	
1 Small 2019 Sedan	17,500	
Total Parking Fund (115)		49,000

Golf Course (401)

Covered Equipment Lift with Concrete Pad {N}	12,561	
Total Golf Course Fund (401)		12,561

AIRPORT FUND (104)

Airport Administration Building	New office and maintenance facility (FDOT Grant - 80%)	750,000
Design & Construct 4 Hangers	Construct A-15 Unit T Building with restroom facility (FDOT Grant - 80%)	1,200,000
Environmental Study	Study for extension of Runway 11/29 (FAA Grant - 90%; FDOT - 8%)	160,000
Hangar Improvements	Maintain hangar condition	50,000
	AIRPORT FUND (104)	\$ 2,160,000

CRA (125)

Capital Outlay	Various Projects	564,465
	CRA FUND (125)	\$ 564,465

Ms. Philord outlined the general Fund Capital Items requested and would be funded in the current fiscal year:

GENERAL FUND (001)

Information Technology (51302)

5 Proliant Servers	\$ 50,000	
		\$ 50,000

Fire (52201)

SUV for New Deputy Chief Position {N} Fire Impact Fees	\$ 47,000	
2019 Ford Escape for Non-Emergency {N} Fire Impact Fees	20,000	
5 Rapid Intervention Team Packs {R}	29,100	
Rope Equipment {R}	15,000	
		\$111,100

Police Department (52101)

Replace corroded coils on air unit	Replace corroded coils on PD air unit to extend life 5 - 7 years.	\$55,000
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Total **\$216,100**

Ms. Philord outlined the General Fund equipment replacement requests and improvement requests, funds not available for FY2018/2019:

GENERAL FUND (001)

Information Technology (51302)

45 HP Towers Monitors (50% Funded in FY2018/2019)	56,250	
Network Infrastructure	36,000	
		92,250

Fire (52201)

800mz Radio System {R} (50% Funded in FY2018/2019)	143,500	
		143,500

Leisure Services (57201)

Moto Electric Bubble Buddy with Utility Bed	16,500	
		16,500

Parks (57202)

3 Mowers - John Deere 60" (\$10,500 each)	31,500	
3 Big Tex tandem Axle Utility Trailers (\$5,500 each)	16,500	
		48,000

Total General Fund (001) **300,250**

GENERAL FUND (001)

Parks (57202)

Rocco Fishing Pier	Full replacement of damaged fishing pier	295,000
Dune Spyglass Circle Fishing Pier	Full replacement of damaged fishing pier	310,000
Turnbull Street Playground Replacement	Replace rusting equipment with ADA compliant equipment	65,000

Sports Complex (57501)

Turf System	Turf system for football stadium to convert all grass areas inside the track to field turf; new goal posts for football & soccer	855,000
Overflow Lot	Fence & sprig overflow lot	<u>53,077</u>

GENERAL FUND (001) \$ 1,578,077

III. PUBLIC COMMENT

Lillian Conrad, 2700 North Peninsula, commented on the coverage of emergency personnel. She encouraged planning and preparing for an influx of emergency services due to the summer season and increasing growth of the City.

IV. OTHER BUSINESS

1. Discuss and Consider Staff Direction regarding a proposed amendment to the City Charter, which if adopted, would add a section to Chapter 13 of the City Charter that would require electronic filing of campaign treasurers reports with the Volusia County Supervisor of Elections Offices' electronic filing system. Volusia County Supervisor of Elections, Lisa Lewis will be present to address any questions the City Commission

City Clerk Johnny Bledsoe introduced the Volusia County Supervisor of Elections Lisa Lewis. Ms. Lewis outlined a PowerPoint presentation highlighting electronic filing of campaign reports.

Ms. Lewis outlined that the proposed reporting process would be in lieu of paper reports and that candidates would file directly with the Supervisor of Elections, electronically. She stated that there were three of thirteen Volusia County Cities remaining that do not file electronically. She stated that her goal was to help motivate all Volusia County Cities to file electronically.

She then highlighted that once a Candidate for Elected Office in our city has filed their Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates (DS-DE9) form with the City Clerk, the following actions would occur:

1. The City Clerk would forward a copy of the Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates (DS-DE 9) as submitted, to the Volusia County Supervisor of Elections.

2. The Candidate would then be contacted by the Volusia County Supervisor of Elections office to set up a "Candidate ID" and "Password" which was needed to log into the Supervisor of Elections' Candidate Financial Reporting System.

3. The Candidate and their Campaign Treasurer would be assigned PIN numbers (Both would have to enter their PIN's in order to submit and print reports from the Candidate Financial Reporting System).

Ms. Lewis confirmed that the City Clerk would still be responsible for all candidates for municipal office and whether reports were filed, and on time. The Supervisor of Elections Office would serve as the conduit and/or portal to provide the means to file electronically.

V. ADJOURNMENT

As there was no other business to discuss, Mayor Hathaway declared the meeting adjourned at 5:48 PM.