

**CITY OF DUNNELLON
SPECIAL CITY COUNCIL WORKSHOP**

DATE: May 11, 2016
TIME: 5:30 p.m.
PLACE: City Hall
20750 River Dr., Dunnellon, FL 34431

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice-Mayor Green called the meeting to order at approximately 5:30 p.m. and led the Council in the Pledge of Allegiance. He asked if a citizen would volunteer to open with prayer. There was none. Vice-Mayor Green called for a moment of silence.

ROLL CALL

The following members answered present at roll call:

Larry Winkler, Seat 2
Chuck Dillon, Councilman, Seat 3
Walter Green, Vice-Mayor, Seat 4
Richard Hancock, Seat 5

COUNCIL ABSENT

Nathan Whitt, Mayor, Seat 1

STAFF PRESENT

Eddie Esch, City Manager
Dawn Bowne, City Clerk
Chief Mike McQuaig, Police Dept.
Lt. Troy Slattery, Interim Fire Chief
Jan Smith, Finance Dept.
Lynn Wyland, Staff Assistant

LEGAL COUNSEL

Not present

PROOF OF PUBLICATION

Mrs. Bowne announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Tuesday, May 10, 2016, however, notice of this workshop was provided on the City's website calendar on May 5th, following the workshop when the meeting was scheduled.

AGENDA ITEM NO. 1 – COUNCIL TO REVIEW SUGGESTIONS RELATED TO IMPROVING CITY FINANCES

Councilman Dillon said he is prepared to have some type of consensus/proposal to vote on during the June's council meeting.

Councilman Hancock said he agreed with Councilman Dillon and explained the importance of understanding the reasons for taking any proposed action. He said he prepared a list of *“Action steps to take on Ideas presented 5/11/2015”* he will be presenting during this meeting.

Councilman Winkler commented on the City’s debt of \$20,000,000, and said there will be some hard choices to make. He said some of his proposals were to place a spending freeze on everything up to a certain amount, and a hiring freeze. He also proposed creating a two (2) tier pay system with less salary and reduced benefits for new hires.

Mr. Esch stated last year the employees’ health insurance benefit was reduced and spending was held to a minimum.

Council and staff engaged in brief discussion regarding the vacant mechanic position. Councilman Dillon stated if the position is provided for in the budget, the department head should be able fill the position.

Councilman Hancock discussed restricted and unrestricted revenue and expenses. He said we are living beyond our means if we are not budgeting based on projected revenues.

Mr. Esch stated that is how the budget is prepared. However, the City has been unable to adequately fund reserves.

Councilman Hancock said if that is the case, why did we have a loss of \$300,000 and have to borrow from reserves to cover operating expenses.

Mrs. Smith stated last year we did not have to borrow from reserves to balance the budget.

Councilman Hancock provided the following handout and reviewed his suggestions:

Action steps to take on IDEAS presented 5/11/2016
To be used for budget process decision making

- 1. Determine process for any council member who wants to stand-aside on their salary - city clerk**

2. Contact vendor with Williston and obtain formal information and proposals for providing outsourcing of acctg. Functions to Dunn and put together cost comparison.

-City mgr. with input from fin. Dir.

3. Perform formal comparisons of % contributions with other cities

provide formal comparison and range of co-pay % shares used by other cities

provide est. of bft. Cost increases for '16/'17

- H/R

4. Review "contract" processes that could become part of city's employment program .

- H/R

5. Review opportunities by position and job function for use of contract or pt. time employment.

- city mgr. and H/R

6. review opportunities by position or job function for use of contract or pt. time employment. Obtain formal local contractor interest in providing contract services to Dunn.

- city mgr. and H/R

7. determine max % available for increasing annual taxes, and provide estimate of new revenues

- Fin. Dir/City clrk

8. provide formal budget of service costs and annual capital funds required to support the services.

- fire chief / fin. Dir / city mgr.

9. provide formal comparison of number of city tax-payers and fire fee assessment users

provide formal comparison of \$\$ cost based on proposed budget of services and annual capital needs to support those services for city taxpayers and fire fee assessment users.

-vendor / fire chief / fin. Dir / city mgr.

10. provide formal comparison of city fire assessment fee vs. MC fire fee

provide formal comparison of city f/r response times vs. MC f/r response times.

- vendor / fire chief / finance dir. / city mgr.

11. provide formal budget of service costs and annual capital funds required to support the services.

- police chief / fin. Dir / city mgr.

12. provide formal comparison of city funding for service costs vs. MC sheriff costs for providing services.

- police chief / fin. Dir. /city mgr.

13. provide formal research and review for options available to divest from w/s utilities outside the city of Dunnellon

- city mgr / fin. Dir.

14. As part of the budget process, have staff eliminate inter-fund charges and allocations that do not materially affect individual fund results, and are not for the purpose of reimbursement for grants, outside gov't. funded projects, or council approved intra-fund charges.

-fin. Dir./ city mgr.

15. as part of the budget process, provide a line item for emergency reserves equal to 5% of un-restricted revenues.

-fin. Dir. / city mgr.

16. as part of the budget and operational procedure, no budgeted capital expense dollars can be used to fund any other expense.

-fin. Dir. / city mgr.

17. as part of the budget process, prepare a separate capital budget that reflects expected capital items needed and their cost for three years out.

**18. Research and determine capability of combining the water/sewer utility into one accounting process.
Fin. Dir. / city mgr.**

Council and staff engaged in lengthy discussion with Lt. Slattery regarding partnering with Marion County.

Lt. Slattery said he contacted Marion County's Fire Chief, Paul Nevels who volunteered to attend a meeting and speak to the Council. Lt. Slattery stated he would contact Chief Nevels to establish a date and time.

Councilman Hancock requested Police Chief McQuaig follow-up on providing Council a report/presentation with regard to possibly partnering with Marion County.

AGENDA ITEM NO. 2 – PUBLIC COMMENTS

Public comments were received by the following:

- Joan Duggins
- Mary Ann Hilton
- Art Fisher
- Pat Slattery
- Linda Fernandez
- Bobby Ruise

AGENDA ITEM NO. 3 – COUNCIL COMMENTS

Council and staff engaged in brief discussion regarding the upcoming special workshop presentations by Lt. Slattery and Chief McQuaig regarding the Fire and Police department budgets. Lt. Slattery said he will email Mrs. Bowne with a date.

City Council asked that the budget data be mailed as soon as available and not wait for the meeting to present.

AGENDA ITEM NO. 4 – CITY MANAGER COMMENTS

There were none.

The meeting was adjourned at approximately 7:55 p.m.

Attest:

Dawn Bowne, MMC
City Clerk

Walter Green, Vice-Mayor