



City of
ALACHUA

THE GOOD LIFE COMMUNITY

City Commission Workshop Minutes

Monday, August 12, 2013

Mayor Gib Coerper

Vice-Mayor Shirley Green Brown

Commissioner Gary Hardacre

Commissioner Ben Boukari, Jr.

Commissioner Robert Wilford

City Manager Traci Cain

City Attorney Marian Rush

The City Commission held a City Commission Workshop on August 12, 2013 at 5:00 p.m. in the James A. Lewis Commission Chambers, City Hall, 15100 NW 142nd Terrace, Alachua, Florida.

Elected Officials: Mayor Gib Coerper, Vice Mayor Shirley Green Brown, Commissioner Robert Wilford, Commissioner Ben Boukari, Jr., and Commissioner Gary Hardacre.

Staff Present: City Manager Traci Cain, Public Services Director Mike New, Assistant City Manager Adam Boukari, Recreation Director Hal Brady, Planning and Community Development Director Kathy Winburn, Assistant Deputy City Clerk Charmagne Manning, Assistant Finance Director Rob Bonetti, Finance Director Marcian Brown, Chief of Police Joel DeCoursey, Jr., Compliance and Risk Management Director Cap Wilson.

Citizens Present: None

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

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I. CALL TO ORDER

Led by Mayor Gib Coerper.

II. AGENDA ITEM**A. FY 13-14 PROPOSED BUDGET AND GENERAL FUND**

Finance Director Marcian Brown provided the staff report and PowerPoint Presentation to the Commission.

Mayor Coerper questioned the Local Option Gas Tax Revenue and funds associated with the CRA.

Commissioner Hardacre asked why the City would conduct a classification and compensation study.

City Manager Cain stated this is common and recommended study and explained what the study would accomplish.

Commissioner Boukari stated he was in support as the City needs to retain employees and be competitive.

Commissioner Wilford stated he was pleased and it would be good for the officials and citizens to understand what they are getting for their dollar.

Mayor Coerper stated the City has been in the position in the past of being an agency that provided training to employees to have them leave after training for a higher rate of pay. Mayor Coerper stated various studies have been performed in most categories throughout the City.

Commissioner Hardacre wanted to make sure the study wouldn't be used to adjust employee pay this fiscal year based off the findings.

City Manager stated the study will help ensure the positions are classified properly; the job description details what each position does and provide an appropriate scale for compensation. City Manager Cain stated employee benefits will also be considered when being evaluated.

Vice Mayor Brown stated she was in favor of the classification and compensation Study and would like to receive a copy of the results upon completion.

Commissioner Hardacre asked if we were in a contract for fuel Fleet Management Software.

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Mr. Brown stated we are currently using Wright Express under the State Contract.

Commissioner Hardacre expressed concern that employees are paying more for fuel than needed due to the stations they choose.

Commissioner Wilford asked if the Baseball WS Sponsorship Enhancement was just for baseball.

Commissioner Hardacre questioned the purchase of software purchase for the Deputy City Clerk's Department. Commissioner Hardacre stated the minutes are behind and would like the minutes to be published for public view as soon as possible.

Assistant City Manager Adam Boukari provided an overview of the function of the software and stated staff is dedicated to providing the information to the public as fast as possible.

Commissioner Wilford also commented on the need to provide City Commission Minutes faster to the citizens and appreciates staff addressing the issue.

Commissioner Hardacre stated the minutes are a long term issue and suggested it may possibly be a money problem or man power problem. Commissioner Hardacre suggested hiring someone to complete only minutes.

Commissioner Boukari stated staff is lean and there are multiple issues that are in line but he is not in favor of hiring a new staff member just for minutes.

Vice Mayor Brown stated she has received some citizen concerns regarding communication from City Hall and asked if the proposed software will assist with minutes then she was in favor for the purchase.

Assistant City Manager Boukari stated the software will assist with the process and should increase the speed of publishing the minutes across all Boards. Mr. Boukari stated a specific staff person does the minutes for each Board.

Commissioner Hardacre stated the issue is long lasting and needs to be addressed as there is a government to run.

City Manager Cain stated the minutes will be caught up and she will authorized overtime.

Mayor Coerper suggested until the minutes are available citizens may get a DVD copy of the meeting.

City Manager Cain stated one of the documents provided by Finance is a breakdown of each department detailing the increase or decrease for each department.

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Commissioner Hardacre asked how hardware and software is budgeted.

Mr. Brown stated the purchase of hardware and software is budgeted under the department the equipment is purchased for.

Commissioner Hardacre asked if there was any program available for funding for upgrading the older vehicles with AED equipment.

Mr. Brown stated the Edward Byrne Grant purchased 14 AED units during FY 12/13.

Chief Joel DeCoursey, Jr. stated AED equipment is distributed through the vehicles working each shift rather than in all new or old vehicles.

Commissioner Wilford questioned the budgeted expense for the July 4th Celebration.

Mr. Brown stated the budgeted amount is 60K.

Commissioner Wilford complimented the Manager and management staff for providing a balanced budget that included a 3% increase for employees and many needed enhancements. Commissioner Wilford would like to have more budget hearing information included in the utility bills and commented on a reduction in attorney fees.

Commissioner Boukari commented on Local Business Taxes received from local business owners and suggested the establishment of a program to encourage the business owners to improve their buildings.

Mr. Brown provided an overview of the Local Business Tax Fund and its use.

ADJOURNMENT OF WORKSHOP

Mayor Coerper adjourned the meeting.

Meeting adjourned at 6:15 p.m.

ATTEST:


Traci L. Cain, City Manager/Clerk

CITY COMMISSION OF THE
CITY OF ALACHUA, FLORIDA


Gib Coerper, Mayor