



City of Anna Maria

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MINUTES CITY COMMISSION BUDGET WORKSESSION AUGUST 19, 2015 – 6:00 P.M.

Pledge of Conduct: We may disagree, but we will be respectful of one another. We will direct all comments to the issues. We will avoid personal attacks.

CALL TO ORDER

Chair Webb called the meeting to order at 6:00 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Present: Mayor Dan Murphy, Vice-Chair Nancy Yetter, Commissioner Dale Woodland, Chair Chuck Webb, Commissioner Doug Copeland, and Commissioner Carol Carter.

Proposed Budget Review – FY 2015-2016

Mayor Murphy presented the amended budget based on changes made from the previous Commission Budget Work Session. He noted the biggest revision was to the Legal Expenses. The Legal Expenses had originally been increased from 35%, and have now been increased 54%. The adjustment is still within the budget expenditures.

a) Legal Expenses

Expenses

- Operating Expenses – AD, BD, EO, PW - \$240,000.00 and Account 5140.35-CE – \$75,000.00 - Attorney's Fees. *Mayor Murphy* recommended the Attorney Fee line item be increased as proposed, and it be relooked at the first quarter of 2016. The budget can then be readjusted up or down as required. In his opinion, the proposed budget for Attorney Fee's should be a 'not to exceed' amount.

Chair Webb asked Mayor Murphy to look into whether or not attorney fees for the Special Magistrate can be recouped in the event a person requests a hearing and were to lose their case.

b) Staff Salary Review

Personnel Expenses

- Regular Salaries and Wages – Account 5120.05-CE - \$84,403.81 and AD, BD, EO, PW - \$459,922.00 - *Mayor Murphy* presented a wage comparison based on salary increases being proposed by the neighboring Cities. Based on those results, Mayor Murphy asked the Commission to consider:
 - 1.5% across-the-board increase for all employees to be given in September 2015 totaling \$11,361. That amount would not create a deficit.
 - A measurement system would then be established over the next three months for all full-time employees for measuring established goals. The employee would then be evaluated during the July 2016 timeframe - and based on that evaluation, could receive a 0% up to a maximum 1.5% bonus. The bonus would be a one-time payment which amounts to approximately 33 hours of work. He noted the bonus would be taxable. Also, the bonus would not increase the employee's salary base.

Commissioner Copeland stated he wanted to see raises for the employees, noting there's always a concern for potential turnover if employee salaries are not in line with other Cities. He likes the idea of a merit and ability for bonus. Also, it would provide incentive for the employee to do a good job.

Commissioner Carter said she was very familiar with the proposed budgeting for salaries. Having evaluations and goals with a supervisor allows an employee to rise above. She also likes the bonus option and that it would not add to the base salary.

Mayor Murphy noted the adjusted amount would be added and included in the 1st Reading of the Budget Ordinance.

Motion: Move to approve Mayor Murphy's proposed plan for increasing the employee's salaries.

Action: Approved. Moved by Commissioner Carol Carter, Seconded by Commissioner Doug Copeland.

Motion carried – All Aye.

c) **Other**

Reserves

- Proposed 2015 – 2016 Reserves – 1,895,845.23. *Commissioner Woodland* stated he would like to see the percentage differences from the previous year's amount compared to the proposed budgeted amount.

Intergovernmental Revenue

- 5/ 2 Cent Capital ELMS Gas Tax – *Account 438.12* – *Mayor Murphy* explained the proposed \$33,743.00 - versus the 2014-15 budgeted amount of \$15,237.00 calculation is based upon Manatee County Administrator Hunzeker informing there's been a new calculation and method used by the County.

Expenses

- Employee Insurance – *AD, BD, PW* - \$102,300.00 and *Account 5120.24-CE* - \$14,640.00. *Mayor Murphy* informed the City's insurance is increasing this quarter. He will be working with Mr. Chambers who will assist in looking for other insurance alternatives. The budgeted amount is the best projection based on the insurance the City currently has.

Operating Expenses

- Other Contracted Services – *Account 5140.25-CE* - \$123,400.00 – Proposed budget is based on the inspection of 600 rentals at a conservative charge of \$200.00 each.
- Rents and Leases – *Account 5140.60-CE* - \$100,000.00 – *Mayor Murphy* stated there is not enough room in the City Hall building to house the increased Code Enforcement department. The \$100,000.00 amount serves as a place holder to cover the cost for either negotiating a lease, or purchasing space for the Code Enforcement department only.

d) **Budget First Public Hearing – September 9, 2015 at 6:00 p.m.**

Commissioner Copeland stated he received his TRIM notice earlier that day. His taxes had only increased \$7.00 from the previous year.

Adjournment

Chair Webb adjourned the meeting at 6:20 p.m.



Diana L. Percycoc, CMC, City Clerk

Minutes approved: 11/19/15