



City of Miami Springs, Florida
City Council Meeting

Workshop Meeting Minutes
Monday, August 4, 2014, 6:00 p.m.

Council Chambers at City Hall
201 Westward Drive, Miami Springs, Florida

- 1. Call to Order/Roll Call:** The meeting was called to order by the Mayor at 6:12 p.m.

Present were the following:

Mayor Zavier M. Garcia
Vice Mayor George V. Lob
Councilman Michael Windrem
Councilman Billy Bain
Councilman Jaime A. Petralanda

City Manager Ronald K. Gorland
Assistant City Manager/Finance Director William Alonso
Controller Alicia E. Gonzalez
Human Resources Director/Risk Manager Loretta Boucher
Chief of Police Peter Baan
Senior Administrative Specialist Leah Q. Cates
I.T. Director Jorge Fonseca
City Planner Chris Heid
Building & Code Compliance Director H. "Tex" Ziadie
Professional Services Supervisor Tammy Romero
City Clerk Erika Gonzalez-Santamaria

- 2. Invocation:** Offered by Councilman Windrem.

Salute to the Flag: The audience participated.

- 3. Workshop on Proposed Fiscal Year 2014-2015 Budget**

- I. Opening Remarks by City Manager Ronald K. Gorland**

City Manager Gorland presented a Sources and Uses Statement based on the current millage rate of 6.6710, revenues of \$15,499,000 and total expenditures of \$15,350,000. The revenue breakdown is 45% ad valorem, 16.5% excise taxes, 12.6% intergovernmental sources, 14.7% charges for services, 6.3% licenses and fees, and 5% from miscellaneous sources. The expense breakdown is 61% personnel related, 28% operating and 8% debt service.

II. City Council

Assistant City Manager/Finance Director Alonso stated that the City Council budget is \$11,000 or 7.9% lower than last year, due to the elimination of the rent subsidy for the historical museum. The promotions line item is a lump sum of \$67,250 that includes a new request for a \$5,000 donation for the River Cities Festival and the reallocation of \$35,000 for CMI. He distributed financial statements that were submitted by Mr. Curtis for this year's festival and from Mr. Wheeler for Curtiss Mansion, Inc. (CMI).

By consensus, the Optimist Fishing Tournament and Barbeque Kick-off were deleted from the events list and the promotions line item will be reduced \$5,000 to \$62,250.

III. City Clerk

The City Clerk's budget is approximately \$65,000 higher than last year mainly due to the salary and benefits for the City Clerk position for the entire year and expenses for the 2015 General Election. The budget also includes a \$6,100 capital expenditure request for the Laserfiche records management software.

The City Clerk will consider financing \$6,100 or splitting the expense between this budget and the next budget year; vehicle registration fees will be re-allocated to the respective departmental budgets.

On behalf of CMI, former Mayor Richard Wheeler answered Council's questions regarding the number of Curtiss Mansion events and the rates that are charged for the rental of the facility. Mr. Wheeler will provide a written report to the City Clerk with the additional information requested by Council.

The City Manager will provide information regarding the number of City events that are allowed at the Mansion per year under the contract with CMI.

IV. City Manager

The item was discussed later during the meeting. Mr. Alonso stated that the City Manager's budget is \$2,800 higher mainly due to the increased cost for health insurance.

V. Human Resources

This item was considered after Agenda Item 3 III. Mr. Alonso stated that the Human Resources budget is approximately \$20,000 or 10% higher due to the increased cost of the background checks for the sports leagues and other city events.

Per Council's request, the City Manager will provide a report showing the difference between the City's policy for background checks and the background checks that are provided by the different sports leagues.

VI. Finance

The Finance Department/Administrative division budget is \$100,000 or 17% lower than last year due to the retirement of the Controller who will continue to work on a part-time basis, according to Mr. Alonso. The Professional Services budget is \$522.00 or 0.2% lower, while still maintaining the same level of communication as the current year.

Professional Services Supervisor Tammy Romero explained the monthly news bulletin, fact sheet and quarterly newsletter process, as provided for in the budget. According to the City's Strategic Plan, the Administration is requesting to hold an on-line survey and one community forum to allow input from the residents as to how the City can provide better services and increase communication.

VII. Information Technology

This was the last item discussed. The budget is \$3,000 higher than the current year due to an increase in medical insurance and education and training, according to Mr. Alonso.

I.T. Director Jorge Fonseca answered Council's questions and there were no changes to the proposed budget.

VIII. Building and Code Compliance

The item was discussed after Agenda Item 3 VI. Mr. Alonso stated that the Building and Code Compliance budget is \$56,000 or almost 10% higher due to funding a vacant position that is necessary based on increased building and code activities within the operation, and the increase in medical insurance costs. The Capital budget includes \$2,000 for a perforator.

Building and Code Compliance Director Ziadie answered questions from Council regarding the part-time Building Official position.

The salary range for a full-time Building Official is \$74,817 to \$112,227, not including benefits, according to the Finance Director.

City Manager Gorland added that the Administration is researching the potential benefit of outsourcing the department.

The Administration will bring back information for Council's consideration comparing the benefits of utilizing a part-time or full-time Building Official and the amount paid for the part-time position over the last four years.

IX. Zoning and Planning

Mr. Alonso stated that the proposed budget is \$8,500 or 5% higher than the current year;

the budget includes \$20,000 for a traffic study that is required by FDOT as part of the Westward Drive bike path project.

X. Police

Mr. Alonso commented that the Police Department budget is \$31,000 or 0.7% higher than last year due to an increase in health insurance, capital expenditures totaling \$111,380 and a \$65,000 retirement pay-out.

Chief of Police Baan answered Council's questions to their satisfaction in regard to revenue sources, the red light camera program and the overtime budget.

XI. Law Enforcement Trust Fund

The Community Policing Office, except for personnel, is funded by the Law Enforcement Trust Fund based on federal forfeitures and guidelines, according to Chief Baan.

(Mayor Garcia called for a recess at 7:44 p.m. and the meeting was reconvened at 7:53 p.m.)

XII. City Attorney

There were no changes to the City Attorney's budget.

XIII. Debt Service

Mr. Alonso explained that the budget includes \$493,000 for the first year debt service for the aquatic facility financing, assuming payments would commence on October 1st, but there could be a significant saving since payments may actually occur later during the year. Financing options will be brought to Council as an agenda item for discussion at the August 11th meeting.

4. Adjourn

There being no further business to be discussed the meeting was adjourned at 8:12 p.m.

Respectfully submitted:


Erika Gonzalez-Santamaria, CMC
City Clerk

*Adopted by the City Council on
this 25th day of August, 2014.*


Xavier M. Garcia, Mayor

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