

5 The City of Minneola Workshop was called to order by Mayor David Yeager.

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7 Present were: Councilman Pat Kelley, Mayor David Yeager, Vice Mayor Sue Cordova,
8 Councilwoman Kelly Price, Sam Oppelaar (City Manager), Laura Zielonka (Finance
9 Director/Asst. City Manager), Scott Gerken (City Attorney), Charlotte Gentile (Finance),
10 Paula Carver (HR Manager), Mark Odell (Public Works Director) and Jan McDaniel
11 (City Clerk). Councilman Victor Ortega was absent.

12
13 Staff members also present were: Ramon Flores (IT/Code Enforcement), Laura Jones
14 (Planning Director), Frances Smith (Utility Billing Manager), Fred Miller (Public Works
15 Superintendent), Kat Hiatt (Special Events Coordinator) and Michelle Zurita (Assistant to
16 City Manager).

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18 **Vice Mayor Sue Cordova** started with her concerns as follows:

- 19 • Pg. 23 of 73; asked for clarification of Engineering Compliance Fee. *Laura*
20 *Zielonka replied the City now has a full time engineer and the engineering fees*
21 *will now be charged back to the applicant.*
- 22 • Pg. 25 of 73; Asked for clarification of “other grants”. *Laura Zielonka replied*
23 *those grants were for three approved grants.*
- 24 • Pg. 27 of 73; asked for clarification on recreation fees. *Laura Zielonka explained*
25 *the amount was for all recreation revenue, but is now broken out by each*
26 *program and explained the proposed fees for the ball fields.*

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28 **Pat Kelley** requested that fees not be included if there was no signed contract.

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30 **Vice Mayor Sue Cordova** continued:

- 31 • Pg. 30 of 73; asked for clarification of Overhead Cost Allocation. *Laura Zielonka*
32 *explained the revenue allocation was for several departments and would be*
33 *changed to \$280,000.00.*

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35 **Pat Kelley** asked for further explanation for the 33% allocation. *Laura Zielonka*
36 *explained the calculation had come from our auditors and with speaking with surrounding*
37 *cities.*

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39 **Vice Mayor Sue Cordova** continued:

- 40 • Pg. 37 of 73; asked for clarification of permit revenue. *Laura Zielonka explained*
41 *the amount was based on 100 new buildings, 75 homes and 25 businesses.*

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43 **Pat Kelley** asked for further explanation. *Laura Zielonka explained that in 2009 the*
44 *permit number was 76 and she felt very comfortable with an estimate of 75.*

45
46 **Mayor Yeager** stated that the City would see additional commercial businesses coming
47 to Minneola as well as the new high school and Racetrac.

1 **Scott Gerken** stated the payment from the school board would not be paid until next
2 year.

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4 **Vice Mayor Sue Cordova** continued:

- 5 • Pg. 40 of 73; asked for clarification of a 41% increase of Miscellaneous. *Laura*
6 *Zielonka explained impact fees are included in that line item and agreed to*
7 *decrease that number to 75%.*
- 8 • Pg. 40 of 73; asked for clarification of Overhead Allocation. *Laura again*
9 *explained the decrease was due to now having an engineer on staff.*
- 10 • Pg. 47 of 73; requested Council Compensation be lowered to \$24,000 per year
11 and Mayor Compensation to \$6,000.00. **Council agreed by consensus and**
12 **directed staff to bring an Ordinance forward making the change of**
13 **compensation.**
- 14 • Pg. 48 of 73; asked for clarification of the CM Discretionary Incentive item for
15 \$10,000.00 and for the Contingency line item. *Sam Oppelaar the plan economic*
16 *development funding such as Orlando Economic Development and the*
17 *contingency line would be used for emergency expenditures.*

18
19 **Pat Kelley** requested the amount be above the line.

20
21 **Sam Oppelaar** explained a recent meeting with Ken Small regarding revenue sources
22 and suggested \$100,000.00 above the line.

23
24 **Vice Mayor Sue Cordova** continued:

- 25 • Pg. 51 of 73; asked for clarification of increase in permitting revenues. *Sam*
26 *Oppelaar explained the partial increase was included because of the possibility of*
27 *a different inspecting company, in which an RFP would be sent out for services.*
- 28 • Pg. 54 of 73; asked for clarification of Computer/Software allocation. *Laura*
29 *Zielonka replied the amount includes all departments.*
- 30 • 55 of 73; asked for clarification of the Worker's Compensation and also noticed
31 tan increase in other departments. *Laura Zielonka replied she would check the*
32 *numbers.*
- 33 • Pg. 63 of 73; requested a 3% decrease in the overall Library funding. *Laura*
34 *Zielonka explained it could be difficult to decrease the department due to*
35 *approved grant spending but would look into a reduction possibly by showing*
36 *grant expenditures.*
- 37 • Pg. 64 of 73; questioned the increase in employment overhead, building
38 improvements and utilities. *Laura Zielonka explained the overhead increase was*
39 *mainly due to new park employees, improvements to the restrooms at Trail Head*
40 *Park and utility increase due to lights at The Reserve Park.*
- 41 • Pg. 65 of 73; requested overtime be addressed. *Mark Odell explained the*
42 *overtime is on call and emergency time. Laura Zielonka stated the recreation*
43 *overtime was for rentals.*
- 44 • Requested the Event Planning Department to be moved back to Recreation and
45 asked for an explanation of Capital Outlay. *Sam Oppelaar explained the*
46 *\$30,000.00 was for the Main Ave. storm water project*

1 Council discussed the capital projects for the City and agreed to consider those projects at
2 the visioning session on Saturday.

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4 **Pat Kelley** had the following comments:

- 5 • Thanked staff for their answers.
- 6 • Pg. 40 of 73; questioned if impact fees could be raised.

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8 A general discussion pursued regarding raising impact fees on new construction and
9 possible raises for staff and expenditures in general.

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11 **Sue Cordova** stated she wanted to take care of the employees and asked staff to find a
12 way to find the funding.

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14 **Pat Kelley** requested all scenarios be looked at to ensure an accurate expenditure total.

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16 **Mayor Yeager** had the following comments:

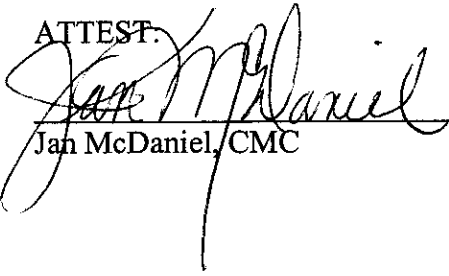
- 17 • Requested Mayor's training line item be increased.
- 18 • Requested funding for economic development for Minneola.
- 19 • Encouraged Council to prepare for the visioning session by having ideas on what
20 they see for the future of Minneola.
- 21 • Stated his opinion that citizens can not handle any tax increase and that in the
22 future small governments would need to look at combined services for emergency
23 services.

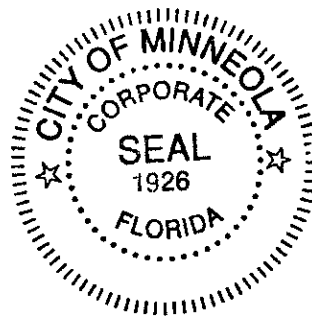
24
25 Budget meeting times were discussed and the stipulations for when those meetings can be
26 held.

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28 Council requested staff look into funding for marketing Minneola.

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30 The meeting adjourned at 7:06 P.M.

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36 ATTEST:

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38 Jan McDaniel, CMC
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Mayor David Yeager