



**FORT MYERS BEACH TOWN COUNCIL
TOWN HALL – COUNCIL CHAMBERS
2523 ESTERO BOULEVARD
FORT MYERS BEACH, FLORIDA 33931**

MINUTES

MANAGEMENT & PLANNING WORK SESSION

Tuesday, January 17, 2012

I. CALL TO ORDER

Mayor Kiker called to order the January 17, 2012 Meeting of the Town Council at 9:00 a.m. Present along with Mayor Kiker: Vice Mayor Raymond, Council Members Kosinski, List, and Mandel; Also Present: Town Manager Stewart, Finance Director Wicks, Public Works Director Lewis, Community Development Director Fluegel, and Town Clerk Mayher

II. PLEDGE OF ALLEGIANCE

III. FY 2013 BUDGET DISCUSSION

Town Manager Stewart referenced his memorandum dated January 6, 2012 (Beginning Budget Preparations for the Fiscal Year 2012/2013) and explained that staff was seeking Council's fiscal philosophy and direction as they began preparing the budget for the next fiscal year. He noted that staff provided Council with expected revenues for the upcoming year and that available forecasting indicated the State shared revenue and the revenues from the Lee County Property Appraiser's Office should remain relatively stable. He noted that the Town's third revenue source, the Public Service Tax, would not come on-line until April 1, 2012. He discussed how the Town had been judicious with the operating budget for capital projects during the past few years; however, there were some major projects that were on the horizon (i.e. potable water system repair) which came out of the utility fund (separate enterprise fund). He pointed out that capital reserves should not be used for items such as but not limited to programs and personnel.

Council Member List discussed her focus on Bay Oaks Recreational Campus and how she believed Parks and Recreation was a "quality of life" issue.

Council Member Mandel noted that Bay Oaks represented approximately \$300,000 in the Town's budget; and hoped the cost could be reduced over time. He explained from a capital standpoint that depending upon the results of the upcoming referendum that Council may want to investigate the use of reserves. He pointed out that all aspects of the Mound House needed to be completed this year. He discussed other "quality of life" issues such as but not limited to beach accesses and events which would be discretionary and how they could possibly be tied to revenues so they would be neutral to the taxpayers.

Council Member Kosinski questioned the status of the Mound House.

Town Manager Stewart gave a general update and reported staff was about 2-3 weeks away from having the "rebuild" on the street for proposals.

Council Member Kosinski questioned the status of the North Basin Project.

Town Manager Stewart reported the North Basin Project was still underway with design.

Discussion was held regarding funding received from the Tourist Development Council for the Mound House.

Vice Mayor Raymond stated he expected next year's budget to be about the same as the current year's budget.

Discussion ensued regarding the PST revenues being "backed out" of the ad valorem taxes.

Vice Mayor Raymond discussed his concerns regarding the completion and opening of the Mound House; Connecticut Street; the deck; expenses for Bay Oaks; and programming and programming costs at Bay Oaks.

Mayor Kiker addressed pages in the agenda item back-up, and noted his preference to using "year-to-date" information and actual numbers. He stated he believed the Council had funded the Mound House to be completed this year. He noted there would need to be a discussion regarding fireworks. He questioned the agenda item back-up concerning the line called "other miscellaneous revenue".

Finance Director Wicks explained how staff included miscellaneous revenue of approximately \$50,000 which was a line item that caught things that were out-of-the-ordinary (i.e. reimbursement of claims).

Mayor Kiker asked how far off the budget was last year from actual.

Finance Director Wicks stated it was under by about 2%.

Mayor Kiker continued to question other line items on the agenda back-up (i.e. Mound House, etc.) and discussion ensued regarding budgeting procedures and budget amounts regarding donations, building permit fees, short-term rentals and the short-term rental program, parking facilities, forecasting parking revenues, transfer in – water utility, water utilities as an enterprise fund, decrease in Council budget,

increase in Town Manager budget, legal services, funding of the Town committees and boards, and the Historical Preservation Board.

Mayor Kiker stated it was his understanding that the Council wanted to have a meeting, once every quarter, with each of the various Town boards; however, there always seems to be a scheduling problem. He suggested creating an annual schedule where the Council picked one or two days each quarter to meet with each board for an hour or two all in one day. Mayor Kiker continued to question various line items in the budget and discussion ensued regarding the legal fees and the LPA's budget.

Vice Mayor Raymond stated he would prefer to see "actual versus actual".

Town Manager Stewart reported that from this point on Council would have comparisons that demonstrated budget against budget and actual against actual.

Mayor Kiker noted that Council needed to agree on the format of the comparisons and budget information.

Town Manager Stewart asked when Council preferred to meet next to discuss the budget.

Recessed 9:50 a.m. – Reconvened 9:55 a.m.

Town Manager Stewart asked if the Council would prefer to meet the first week in March to discuss the budget.

Consensus was to meet the first week in March.

IV. PARKS & RECREATION DEPARTMENT

Town Manger Stewart described how he requested the new Parks and Recreation Director to provide an understanding of where the Town was with programs; what programs the County had provided; and what programs the Town was providing at the Bay Oaks Recreational Campus. He explained how the programs impacted the budget and whether or not they were self-sufficient.

Parks and Recreation Director Evans discussed the information provided in the agenda packet, as well as other information regarding youth programs, senior programs, athletics, special events, rentals, aquatics, and contractual programs and partnerships. She noted that 17 of the programs were added since the Town took over responsibility of BORC; 9 programs are operated contractually with the Town receiving a percentage of revenues generated; 2 programs (Little League and Youth Soccer) were offered via a partnership agreement with a local youth sports organization; and outside community organizations rented the facilities on four different occasions. She mentioned her belief that the facility could be marketed to increase use by other organizations. Director Evans explained that the programs were fee-based and for those programs without a specific fee required, participants were encouraged to donate to offset program materials. She reviewed which programs and events remained from Lee County and which were added by the Town; and the various partnerships and contractual programs. She admitted that it appeared the BORC fees were low and stated the Town Manager has tasked her with completing a fee survey; and a cost comparison study would be prepared for Council.

Vice Mayor Raymond asked of the 17 programs that were added, how many were dropped since the Town took over BORC.

Parks and Recreation Director Evans stated that none were dropped to her knowledge.

Discussion was held regarding the number of programs offered at BORC; possibly dropping some programs; facility rental costs; fee and rate structure; contractual programs and the fee split ratio; and pool maintenance and operational costs.

Vice Mayor Raymond discussed his concerns regarding large amount of operational costs and expenses associated with BORC.

Council Member List noted her anticipation about receiving a cost comparison report from Director Evans in March as it pertained to BORC programs, revenues, and expenses.

Council Member Mandel suggested the inclusion of the following in the report Director Evans was going to prepare on BORC:

- When there was a program, which facility was being used?
- How would staff increase the membership of taxpayers?
- How to increase revenue sharing?

Mayor Kiker explained how the Town was handed BORC from the County. He suggested Director Evans develop a business model as it pertained to BORC. He noted the library anticipated creating a “community center” and questioned how the center might impact BORC.

Discussion ensued regarding BORC and how to possibly “re-invent” it.

Vice Mayor Raymond pointed out how some programs offered at BORC competed with the businesses in town; how the same classes were offered at various locations; and questioned programing and operational costs.

Parks and Recreation Director Evans discussed how she planned to approach the issues noted by Town Council.

Town Manager Stewart pointed out there was an upcoming Joint Meeting between the Town Council and the Lee County Board of Commissioners. He mentioned that one topic of discussion at the Joint Meeting was an interlocal agreement on the parks and recreation property for Lee County. He distributed a copy of a document that could be presented to the County, and discussed asking the County to begin an examination of it. He discussed some of the reasons, both financially and quality, why an interlocal agreement might be beneficial to the Town.

Mayor Kiker clarified that the Town Manager wanted to seek consensus at the Joint Meeting to get both Town and County staffs to work together to do an analysis for a potential interlocal agreement concerning the operation of the parks and recreation property.

Discussion ensued regarding the agenda topics and the lead roles assigned:

- **Transportation** (Various issues, i.e. trolley/LeeTran); Mayor Kiker noted an ILA with the County regarding development and required notification to the Town and requested Town Manager Stewart to pull a copy to include with the information for the BOCC; discussion was held regarding a development that would impact the Town's back bay; discussion ensued regarding the sidewalk issues to encourage Lee County to pursue funding available to offset the cost of improvements to Estero Boulevard; – Vice Mayor Raymond
- **Sidewalk issues as part of Transportation**; encourage the Count to pursue funding of sidewalks and consensus was to combine the sidewalk issue with transportation issues – Vice Mayor Raymond
- **Park issues** – Council Member Mandel
- **Water system** – Council Member List; Council Member List reviewed how she would encourage the County to coordinate their improvements to Estero Boulevard with the Town's work on the water system; Mayor Kiker noted the need for a written commitment of cooperation; discussion was held regarding the importance of getting the County's cooperation on the potable water, stormwater, and road projects with or without an ILA for Estero Boulevard; Mayor Kiker stated the order of agendas should be 1) Park issues, 2) Transportation, 3) Water system, and 4) the ILA for Estero Boulevard; Council Member Mandel requested a project timetable for the water system from Public Works to bring to the Joint Meeting.

Recessed 11:10 a.m. – Reconvened 11:30 a.m.

Discussion was held concerning the approximate date of the ILA with the County regarding notification to the Town of certain developments and the Town's boundaries.

Discussion continued regarding the agenda topics and the lead roles assigned:

- **ILA for Estero Boulevard** – Council Member Kosinski; Council Member Kosinski discussed the importance of this subject and how it was a “one time shot at putting a dent in traffic”; discussion was held regarding engineer design work and the importance of cooperation between the County and the Town; discussion was held regarding whether or not a Project Manager was necessary and Town Manager Stewart noted the involvement of Public Works Director Lewis to date.

Discussion was held concerning potential improvements to Estero Boulevard as it pertained to the parking area; and Town Manager Stewart reported that last week the Town Attorneys communicated with Lee County Attorneys, and along with Public Works Director Fluegel compiled about a dozen points of concern regarding the subject property before it become a parking lot. The discussion continued regarding potential plans or functions for the subject property and at which point in the Joint Meeting to bring up the topic.

Consensus was to discuss the subject property at the end of the Joint Meeting agenda.

Mayor Kiker reported Public Works Director Fluegel would be preparing a slide presentation for the Council to bring to the Joint Meeting.

Discussion was held concerning the layout of the tables and seating for the Joint Meeting.

Council Member Mandel pointed out that in today's News-Press newspaper there was an article noting that the County was appealing or applying to Tallahassee for a rebate (approximately \$500,000) for the stadium; and he questioned if the Town Manager and staff should investigate the matter to determine if the Town should make a request to Tallahassee.

Town Manager Stewart reported that Fowler, White, Boggs just hired a local lobbyist.

Vice Mayor Raymond asked if the Council wanted to consider sending the Mayor and Town Manager to Tallahassee which might tie into the rebate request.

Council Member List suggested that the Town Manager investigate whether or not the Town could make the request.

Town Manager Stewart noted that at the bottom of the agendas there would now appear notices to people who needed assistance getting into the Town Hall building and the hearing impaired notices which were both federally required.

VII. ADJOURNMENT

Meeting adjourned at 12:00 a.m.

Adopted _____ With/Without changes. Motion by _____

Vote: _____

Michelle D. Mayher, Town Clerk

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