

**MINUTES
ORMOND BEACH BUDGET ADVISORY BOARD
HELD AT CITY HALL TRAINING ROOM**

January 27, 2016

5:00 p.m.

Commission Conference Room

1. CALL TO ORDER

Mr. Rick Banker called the meeting to order at 5:03 p.m.

Those present were board members Chairman Rick Banker, Vice Chairman Kenneth Kimble, Rafael Ramirez, Bill Harper, and Scott Cichon (arrived at 5:08 p.m.), Finance Director Kelly McGuire, Assistant Finance Director Dan Stauffer, and Deputy City Attorney Ann-Margret Emery.

2. CALL FOR NOMINATIONS FOR CHAIRMAN

Mr. Rafael Ramirez asked Mr. Rick Banker if he wished to serve as chairman again this year; whereby, Mr. Banker declined saying that he would be traveling part of the time.

Mr. Rafael Ramirez moved, seconded by Mr. Bill Harper, to elected Mr. Ken Kimble as Chairman of the Budget Advisory Board to serve a one-year term to January 2, 2017. The motion passed unanimously.

3. CALL FOR NOMINATIONS FOR VICE CHAIRMAN

Mr. Rafael Ramirez moved, seconded by Mr. Rick Banker, to elect Mr. Bill Harper as Vice Chairman of the Budget Advisory Board to serve a one-year term to January 2, 2017. The motion passed unanimously.

4. APPROVAL OF MINUTES OF July 8, 2015, MEETING

Mr. Rick Banker moved, seconded by Mr. Rafael Ramirez, to approve the minutes of the July 8, 2015, meeting. The motion passed unanimously.

5. PUBLIC COMMENT

There were no public comments at this time.

6. REVIEW OF ROBERTS RULES OF ORDER AND SUNSHINE LAW

Ms. Ann-Margret Emery, Deputy City Attorney, advised that any communications between board members had to be done in a public meeting as they were an advisory board to the City Commission and subject to the

Sunshine Law. She stated that they should not communicate outside of a board meeting for any matter that might come before the board. She stated that generally people did not intentionally violate the Sunshine Law, as it was almost always inadvertent. She stated some of the ways she saw this happen were before meetings when board members would talk to each other about an issue that might come before the board, or rehashing an item after a meeting, or replying to all in emails. She stated that they should only respond to staff and not to other board members.

Ms. Emery stated that another item was voting conflict or conflict of interest. She stated that the board members could always contact her or City Attorney Randy Hayes prior to meetings regarding voting conflicts. She stated that a voting conflict was when the board member, a member of the board member's family, or board member's employer had a pecuniary interest in the outcome of the vote of the board.

7. TENTATIVE BUDGET CALENDAR

Ms. Kelly McGuire, Finance Director, stated that the budget process started with the Financial Trends Workshop on March 1. She stated that the board was requested to attend that meeting, as well as the Operating Budget Workshop on July 26. She stated that between those two meetings the board would review the proposed budget and provide feedback to the Commission.

Ms. McGuire stated that last year strategic planning sessions were held instead of the town hall meetings, which were not well attended in prior years.

Mr. Rick Banker asked Ms. McGuire if there were any major issues; whereby, Ms. McGuire stated that there were no major issues at this time.

Ms. McGuire stated that at the next meeting she and Mr. Dan Stauffer, Assistant Finance Director, would present the audit findings, pension changes in the past year, and a funding model. She stated the city needed to have a more formal approach regarding funding decisions, as there needed to be a basis for everyone to agree on.

Ms. McGuire requested the board members to bring their areas of discussion to the next meeting.

8. OTHER BUSINESS

Mr. Ramirez asked about the effect of the recent annexations on the budget; whereby, Ms. McGuire stated that prior to annexation, the property owners were paying 150% of the utility rates, and when they were annexed that changed to 100% of the utility rates. She stated they had applied for a grant to hire additional police officers, but the city did not receive the grant.

Mr. Dan Stauffer, Assistant Finance Director, reiterated that the city did not receive the grant money, as the reviewing agency looked for crime reduction rather than additional services.

Ms. McGuire stated that the additional tax revenue would not cover the cost of the additional police officers. She stated that Mr. Stauffer had prepared a spreadsheet that showed the actual additional revenue, which he would bring to the next meeting.

Mr. Cichon asked if the funding model would come into play for this type of expense; whereby, Ms. McGuire stated that it would be part of it.

Mr. Rick Banker referred to page 5 the minutes of the July 8 meeting where it talked about five police vehicles at \$90,000 or \$38,000 per automobile, and \$24,500 for the NID vehicle. He asked why the police vehicle cost \$14,000 more than the NID vehicle; whereby, Ms. McGuire stated that the police vehicle was outfitted with various equipment, whereas the NID vehicle was just the standard vehicle.

Ms. McGuire stated that it was a long process to hire police officers; whereby, Mr. Ramirez asked if they were not qualified applicants and Ms. McGuire stated that sometimes there were no qualified applicants among other reasons.

Public Comments

Mr. Kimble reopened public comments because Mr. Selby had not arrived at that time.

Mr. Dwight Selby, candidate for Zone 1 City Commissioner, stated that he attended the meeting to learn about the Budget Advisory Board. He stated he appreciated the board's hard work and efforts, as he had observed in attending other boards that there were a lot of people who had put in a lot of hours to make the city a really great place to live.

Mr. Selby noted that City Commissioner James Stowers had announced that he would not run for reelection at the December 1 City Commission meeting.

Next Meeting

Ms. McGuire noted that the next meeting would be on Wednesday, February 24.

9. ADJOURNMENT

The meeting was adjourned at 5:21 p.m.

Respectfully submitted,

Lois Towey, Recording Secretary

Attest:

Ken Kimble, Chairman