



1015 Cultural Park Blvd.  
Cape Coral, FL

## **BUDGET REVIEW COMMITTEE**

**November 4, 2019**

**9:00 AM**

**Conference Room  
220A**

**1. Call to Order**

A. Chair Starnier

**2. Roll Call:**

A. Botkin, Eidson, Gruber, Hayden, Jacquet-Castor, Osborn, Starnier,  
and Alternate Merchant

**3. Public Input**

**4. Business**

A. Approval of Meeting Minutes - September 9, 2019

B. City Manager Discussion - John Szerlag, City Manager

**5. Public Input**

**6. Member Comment**

**7. Date and Time of Next Meeting:**

A. The next meeting of the Budget Review Committee will be held on  
Monday, December 9, 2019, at 9:00 a.m. in Conference Room  
220A.

**8. Adjournment**

In accordance with the Americans with Disabilities Act and Section of  
286.26, Florida Statutes, persons with disabilities needing special  
accommodation to participate in this meeting should contact the Office of  
the City Clerk at least forty-eight (48) hours prior to the meeting. If hearing  
impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771  
(TDD) or 1-800-955-8770 (v) for assistance.

If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

<b>Item Number:</b>	<b>4.A.</b>
<b>Meeting Date:</b>	<b>11/4/2019</b>
<b>Item Type:</b>	<b>Business</b>

## AGENDA REQUEST FORM

CITY OF CAPE CORAL



### TITLE:

Approval of Meeting Minutes - September 9, 2019

### SUMMARY:

### ADDITIONAL INFORMATION:

### ATTACHMENTS:

<b>Description</b>	<b>Type</b>
▣ Approval of Meeting Minutes - September 9, 2019	Backup Material

**MINUTES OF THE REGULAR MEETING OF  
THE CAPE CORAL BUDGET REVIEW COMMITTEE**

**Monday, September 9, 2019**

**CONFERENCE ROOM 220A**

**9:00 a.m.**

Chair Starner called the meeting to order at 9:00 a.m.

**ROLL CALL:** Botkin, Gruber, Hayden, Jacquet-Castor, Obsorn, and Starner were present. Vice Chair Eidson was excused.

**Public Input**

None.

**BUSINESS**

**Approval of Meeting Minutes – July 22, 2019 – August 12, 2019**

Chair Starner stated that the Minutes from July 22, 2019 through August 12, 2019 were distributed before the meeting for review and were being presented for approval.

***Committee Member Gruber moved, seconded by Committee Member Hayden, to approve the minutes (July 22, 2019; July 23, 2019; July 24, 2019; July 29, 2019; July 30, 2019; July 31, 2019; August 1, 2019; August 5, 2019; August 7, 2019; August 8, 2019; and August 12, 2019). Voice Poll: All “ayes.” Motion Carried.***

**2020 Meetings Schedule**

Chair Starner mentioned that the 2020 Meetings Schedule was distributed before the meeting and he opened the floor for discussion.

Discussion held regarding the October 2020 meeting date moved one-week earlier as Columbus Day observed as a City holiday.

***Committee Member Gruber moved, seconded by Committee Member Hayden, to approve the Budget Review (2020) Meetings Schedule. Voice Poll: All “ayes.” Motion Carried.***

**Planning Session for Topics Over the Coming Months**

Chair Starner mentioned that this item was placed on the Agenda for the Committee to discuss the suggested topics for the coming months. He presented the handout provided by Vice Chair Eidson.

Committee Member Botkin provided his viewpoint on Vice Chair Eidson's proposed topics.

Committee Member Osborn voiced that the Audit Department topic should be discontinued.

Discussion held regarding:

- Performance audits to be handled by the Audit Committee
- BRC represented the taxpayers by making the recommendation
- What are the Council's plans to monitor the costs containment?
- Procurement process: median projects and palm trees purchases; If changes made, what would be the potential savings to the City?
- Inviting the City Manager to the first and last BRC meetings
- Bimini Basin property and postponement of the project – funds spent on developing the property
- Parks and Recreation: P3 Golf Course – Council requested information on privatizing the maintenance, might be a starting point to minimizing subsidies
- Past visits by City Manager to the BRC meetings
- Sun Splash and Golf Course privatization and challenges of maintaining Staff
- Eliminating subsidies for the Golf Course to save taxpayer funds
- Pickleball – not a BRC issue
- Yacht Club Development – already being addressed with the GO Bond
- Boat docking services and fees – waiting list should promote increase in rates
- City should consider having seasonal and off-season pricing schedules
- How would the City handle the maintenance of the new Parks?
- What would the impact be on the taxpayers for the Parks maintenance?
- New Parks completion expected by the end of next year
- Parks and Recreation 3-year Proposed Budget
- When would the Adopted Budget be ready?

Chair Starner requested that the Recording Secretary inform the Committee when the Adopted Budget becomes available.

Discussion held regarding the Parks and Recreation staffing and hiring of additional Park Rangers.

Committee Member Gruber provided her feedback on Vice Chair Eidson's proposed topics list as follows:

- Grass Cutting Program topic
- Economic Development – update in November or by next year
- Charter School presentation and update as City subsidizing the schools
- Audit Department – drop the topic
- Future BRC topics

Chair Starner inquired about the reasons for the suggested topics and personnel.

Discussion held regarding:

- City Manager invitation to future BRC meeting
- Understanding how the City would be moving forward?
- Preparation could assist the BRC with the budget review process
- City Manager's impact on the departments and understanding his plans for reducing costs and streamlining the process
- City Manager's open invitation to the BRC meetings
- Last year's presentation discussions and City Manager's feedback
- Extending invitation to the City Manager to attend the BRC budget review meetings
- BRC presentation available for Staff and part of public records
- Parks and Rec – FY2022 additional personnel as outlined in the Budget
- Sun Splash update once the books are closed for this year
- Sun Splash alcohol beverages sales, revenues, and costs
- P3 comparison of other Golf Courses
- Inviting the City Manager to the BRC meeting and providing specific questions
- Steering conversation with direct and specific questions
- Topics: Parks and Rec issues and inquiring about City Manager's strategies

Committee Member Hayden provided his input on the topics for the upcoming BRC meetings as follows:

- Inviting Police Chief and Fire Chief
- Economic Development update next year to allow at least a year from his start
- Allocating two departments 45 minutes each per meeting
- Working knowledge on how the departments operate and capital initiatives
- Sending requests to the Managers/Directors and inviting them to the meetings
- Providing a list of questions before meetings and option of two meeting dates
- No more than an hour presentation from two Managers/Directors at each meeting
- What would be the specific issues to review with Fire and Police?
- Funding for new station and training facility
- Police intention of how to fund the Gun Range; requiring City Council's approval
- Possibility of using the Shoot Center facility on Del Prado Blvd vs. private club
- Concept that Cape Coral was not in a growth mode
- Police response time, procedures, and how this impacts the budget?
- Understanding the nature of how the Police responds and operates
- City Manager invitation to the BRC meeting
- BRC philosophy of thinking outside the box and focusing on the budget

Chair Starner announced that he would be out of town and unable to attend the October BRC meeting. He preferred that the City Manager nor any other guests be invited to the October BRC meeting as he would not be present.

Discussion held regarding canceling the next BRC meeting on October 7, 2019.

Chair Starner provided his feedback on Vice Chair Eidson's suggested topics as follows:

- Economic Development update
- Charter School review and update
- Procurement Program topic: issues/hurdles/obstacles and RFP process
- November through July – invite two departments each month

***Consensus agreed, with no objections, to invite the City Manager and Procurement Manager or Finance Director Bateman to the BRC November meeting.***

***Committee Member Botkin moved, seconded by Committee Member Hayden, to cancel the BRC October 2019 meeting. Voice Poll: All "ayes." Motion Carried.***

Chair Starner requested that the Recording Secretary make the arrangements to invite the City Manager to the November meeting. Also, invite the Procurement Manager and/or Finance Director Bateman to discuss the procurement process at the BRC November meeting.

Discussion held regarding the lot mowing services, pricing, and the vacant lot values.

Chair Starner requested that the Committee compile a list of defined questions for the City Manager and Procurement. He requested that the list of questions from each Committee Member be kept separate.

Discussion held regarding how the information and deadlines would be forwarded to Vice Chair Eidson.

The Committee agreed to forward the list of questions to the Recording Secretary by September 20, 2019. The questions would be forwarded by the Recording Secretary to Chair Starner for review. Chair Starner would forward the final lists of questions to the Recording Secretary by October 18, 2019. The questions would be sent to the City Manager and Procurement Manager at least one week before the meeting or sooner.

Committee Member Gruber left at 10:05 a.m.

Discussion held regarding the invitations to the City Manager and Procurement Manager.

### **Public Input**

None.

**Member Comments**

None.

**Date and Time of Next Meeting**

The next meeting scheduled for Monday, October 7, 2019, at 9:00 a.m. in Conference Room 220A was canceled.

The next meeting was scheduled for Monday, November 4, 2019, at 9:00 a.m. in Conference Room 220A.

**Adjournment**

There being no further business, the meeting was adjourned at 10:09 a.m.

Submitted by,

Betty Castillo  
Recording Secretary