

**MINUTES FOR THE SPECIAL MEETING OF THE
CAPE CORAL CITY COUNCIL**

October 2, 2024

Conference Room 220A

3:00 p.m.

Meeting called to order by Mayor Gunter at 3:00 p.m.

PLEDGE OF ALLEGIANCE

Roll Call: Mayor Gunter, Councilmembers Carr, Cosden, Hayden, Long, Sheppard, and Steinke were present. Councilmember Welsh was excused.

CITIZENS INPUT TIME

Amanda Kennedy discussed success with the Parks facilities and mentioned working from home. She has traffic concerns on Cape Coral Parkway from SE 47th Terrace by the 7 Eleven, going left down Cape Coral Parkway to the bridge.

Councilmember Steinke mentioned the bridge widening upcoming that will allow for a 50% increase for people getting over the bridge.

NEW BUSINESS

City Auditor's Evaluation

Mayor Gunter noted that all Councilmembers had the opportunity to provide an evaluation for City Auditor Andrea Russell. He explained the process of arriving at an average score from reviews submitted.

He listed the Goals and Accomplishments:

- Annual CPE – 4.9
- Audit Plan Completion – 3.5
- Audit Survey Score – 4.5
- Audit Team Resource Recommendations - 3.8
- Follow up of Audit Recommendations – 3.9
- Quality of Work LPP – 4.1
- Supervision/Leadership LPP – 4.1
- Job Knowledge LPP – 4.3
- Control and Accountability – 4.0
- Planning/Organization LPP – 4.0
- Judgement/Analytical Ability – 3.8
- Creativity and Innovation – 3.9
- Ethics and Integrity – 4.1
- Organizational Support – 4.1
- Internal/External Customer Service – 3.5

Mayor Gunter stated the evaluation came in at an average overall score of 4.0, above average score. In FY25 budget, non-bargaining employees are receiving a 3% range adjustment and up to a 3.25% merit increase, for a total of 6.25% to use as a reference. Our bargaining unit was a 9.25% increase; there was an additional STEP. The City Auditor does not fall into either category, information shared as a reference.

Councilmember Hayden referenced the difficulties closing audits, with a continuance of completing audits over a year old. Professionalism and knowledge are what he will remember along with her dedication to the City. Upcoming people to hire, he recommended getting the older audits completed.

Mayor Gunter agreed, the average was above average. Some of the audits not complete are because of external offices in the City getting details back to her. Keep up the great work!

Councilmember Steinke added the presentation / summary are easy to understand and the directives given to approve, being here two years, they are spot on. He is confident with her in the role.

Mayor Gunter agreed about the reports. The Auditor identifies strengths and weaknesses, her recommendations focus on making things better.

Councilmember Hayden discussed working with the External Auditor. He inquired as to the Auditor's evaluation and salary.

City Auditor Russell discussed how to make the evaluation process improvements, reports are understandable, not exciting, done a lot with her great team, hoping to expand. As far as salary, open to suggestions, appreciated the feedback. Learned about what is needed to be presented working with new Council Members. Was open to feedback throughout the year. Her current salary was \$187,699.00.

Discussion held regarding:

- Non-bargaining if adding two is 6.25%
- Bargaining is 9.25%
- No study completed

City Clerk Bruns left the room to make copies of the Market Analysis Worksheet at 3:22 p.m. and returned at 3:24 p.m.

Councilmember Steinke mentioned developing checks and balances for overruns and how to stop it from a budgeting standpoint.

City Auditor Russell discussed a past audit on GO Bonds, the Audit Committee chose Lake Kennedy, never finished, was on the plan for the upcoming year, now a closeout. Timeline, cost, and amenities will help for the next GO Bond audit.

Mayor Gunter explained the Market Analysis worksheet was a compilation of strong Mayor and Council/Manager forms of Government. He reviewed the handout and asked for that to be known for context. He concentrated on the City Manager form of Governments, not the Strong Mayor form:

- Port St. Lucie – minimum is 148-195
- Fort Lauderdale - 245 – 245
- Lakeland - 95-162

Mayor Gunter shared the following for context:

- 6.25% increase based on \$187,699 equates to \$11,731 increasing to \$199,430
- 9.25% increase is \$17,362 increasing to \$205,061

Councilmember Hayden was in favor of the 9.25%.

Councilmember Steinke emphasized the GO adjusted salary, 75th percentile.

Discussion held regarding the range on the website - \$124,592 to \$205,587.

Councilmember Steinke moved, seconded by Councilmember Carr, to apply a 6.25% (non-bargaining) increase to the \$187,699 to a total of \$199,430 (for City Auditor Andrea Russell) effective October 1, 2024.

Council polled as follows: Cosden, Gunter, Hayden, Long, Sheppard, Steinke, and Carr voted "aye." Seven "ayes." Motion carried 7-0.

Council Office Staff Compensation Element

Mayor Gunter provided an overview of Connie Griglin's evaluation which came in at an average overall score of 4.5. NB109 salary range \$54,017 to \$86,403; current salary is \$69,430.

He provided an overview of Lisa Williams' evaluation which came in at an average overall score of 4.6. NB108 salary range \$51,417 to \$82,264; current salary \$57,532.

He provided an overview of James Kowaleski's evaluation which came in at an average overall score of 4.5. NB104 salary range – \$42,307 to \$67,683; current salary is \$49,857.

Discussion held regarding:

- 75th percentile – 3 cities with City Manager form of Government - Port St. Lucie, Fort Lauderdale, and Tallahassee
- Other seven are strong Mayor form of Government
- Current non-bargaining employees are budgeted for the 6.25%
- Historically, we have tried to give increases based on non-bargaining.

Councilmember Cosden left the dais at 3:38 p.m. and returned at 3:40 p.m.

Discussion held regarding NB109 designation of Connie Griglin due to her title including Assistant Office Manager. There are only three others designated the same.

Councilmember Steinke explained at their current salary:

- Connie is at 80% of the max.
- Lisa is at 70% of the max
- James is at 73% of the max.

Mayor Gunter provided the ranges from the Market Analysis for Connie Griglin:

- Port St. Lucie - \$65,000 - \$100,000 for the max
- Fort Lauderdale – \$67,994 - \$105,404
- Tallahassee - \$45,280 - \$122,883

Mayor Gunter provided the ranges from the Market Analysis for Lisa Williams:

- Fort Lauderdale - \$61,274 - \$94,980
- Port St. Lucie - \$59,046 - \$91,522
- Tallahassee – \$45,280 - \$122,883

Mayor Gunter provided the ranges from the Market Analysis for James Kowaleski:

- Fort Lauderdale - \$49,712 - \$77,083
- Port St. Lucie - \$56,235 - \$87,184
- Tallahassee - no data

Councilmember Carr moved, seconded by Councilmember Sheppard, to approve the 6.25% pay increase for Connie Griglin, Lisa Williams, and James Kowaleski with an effective date of 10/1/2024.

Council polled as follows: Cosden, Gunter, Hayden, Long, Sheppard, Steinke, and Carr voted "aye." Seven "ayes." Motion carried 7-0.


TIME AND PLACE OF FUTURE MEETINGS

A Regular Meeting of the Cape Coral City Council was scheduled for Wednesday, October 2, 2024, beginning at 4:30 p.m. in Council Chambers.

MOTION TO ADJOURN

There being no further business, the meeting adjourned at 3:43 p.m.

Submitted by,



Kimberly Bruns, CMC
City Clerk