

MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBERS AT CITY HALL, SEPTEMBER 6, 2011 AT 5:00 P.M.

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Charlie Weston, Attorney Tom Gibson and City Clerk Jim Anderson were also present.

2011-2012 Budget Workshop:

Mr. Weston indicated that we have two timelines.

Water & Sewer Utility Rates Amendment: 9/20- First Reading; 10/4- 2nd Reading and Consideration for adoption.

Budget: 9/15 First Reading; 9/27 2nd reading and consideration of adoption.

Mr. Weston also noted that the City bank balances are in pretty good shape, we are looking at no increase in Ad Valorem Tax and a reduction in the Utility Rate Increase.

We have \$473,250 in the budget for Capital Expenditures of which \$235,945 will be used from the sale of the generators at the Waste Water Plant. This would leave approx. \$64K that could be used for bonuses, debt reduction, a sign at Frank Pate Park, Recycle Program or any number of items.

Commissioner Gingell would like to see no tax increase.

Commissioner Buzzett asked, "Is the 2% COLA in the budget?"

Mr. Weston responded, "Yes. The Bonus is To Be Determined and not in the budget. \$750 would be the average 2% to consider for a bonus."

Commissioner Gingell thought that we were looking at either a bonus or COLA.

Mayor Magidson wants to consider both because raises have not been given in three years and the City is in a lot better shape. He feels that we have asked a lot of our employees over the past three years. The reason he suggested across the board is because the lower paid employees have been hit the hardest.

Mr. Weston suggested that we may want to look at incentive pay in the future.

Commissioner Buzzett is comfortable with using \$750 for bonuses out of the remaining \$64k from the sale of the generators.

Mr. Weston noted that we will proceed with \$750 for bonuses. The City has also decided to go back to BC/BS with a \$700 Cap and a \$2,000 deductible. The BP claim process is also moving along and recommends fencing the money if we receive it.

Commissioner Kennedy recommends prioritizing our Capital Improvement Plan.

Mr. Weston noted that we have a five year CIP Plan, but we really need to look hard at what we do with these funds. He is proud of the workforce and the Commission for looking out for our personnel. We have had a 5% reduction in personnel and are holding the line on the cost of operations.

Commissioner Buzzett noted that with the new Headworks we will need to add personnel.

Mayor Magidson asked, "What effect have we had from the loss of Tracie Norwood?"

Mr. Weston noted that she was a good employee and Mr. Davis has an advertisement for him to review. This may be a time to step back and look at how we are doing business.

Commissioner Gingell asked, "How long will it take to replace all of the manual read meters?"

Mr. Weston responded, "John is looking for the best deal on the meters and mid December is a possibility."

Mr. Weston also noted that we will finalize the budget and proceed on September 15, 2011.

Ralph Roberson suggested that the City cut separate checks for the employee bonuses.

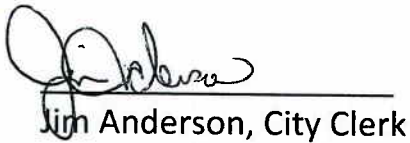
Mr. Davis thanked the Commission for looking out for the employees and for their consideration of the possibility of contracting out the cutting of hay at the new Sprayfield.

The workshop was adjourned at 5:43 P.M.

Approved this 1st day of November 2011.



Mayor Magidson



Jim Anderson, City Clerk