

City Council
Special Meeting
March 11, 2004

The Titusville City Council met in special session on Tuesday, March 11, 2004 in the Council Chamber of City Hall, 555 South Washington Avenue, Titusville, Florida beginning at 6:33 p.m.

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Present were Mayor Ron Swank, Council Members Chris Broome, Conrad Eigenmann, and Jeff Rainey. Vice-Mayor Ken Ward arrived at 7:20 p.m. Also in attendance were City Manager Tom Harmer, and Assistant City Clerk Wanda Wells.

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Mayor Swank called the meeting to order and asked for a moment of silence. The entire assembly stood and recited the Pledge of Allegiance to the Flag.

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The purpose of the meeting was to appoint a member to the Riverfront Acquisition Referendum Committee, conduct a strategic planning and budgeting workshop, reaffirm city's strategic plan, and establish budgetary parameters for the ensuing fiscal year.

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The first item on the agenda was to appoint a member to the Riverfront Acquisition Referendum Committee. At the March 9, 2004 regular city council meeting, each council member was to appoint one member to the Riverfront Acquisition Committee. Member Broome appointed Danny Treder at that time. Since then, Mr. Treder contacted the city to advise he would be unable to serve. Due to Mr. Treder's resignation, Member Broome appointed Lowell Gray to serve as his appointee.

City Manager Harmer advised that a non-voting council liaison could serve on the Riverfront Acquisition Referendum Committee. Member Rainey moved to appoint Vice-Mayor Ward to serve as a non-voting member. Member Broome seconded the motion and it carried unanimously.

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The next item on the agenda was to conduct a strategic planning and budgeting workshop. City Manager Harmer reviewed his powerpoint presentation including the review process, goals for the evening, mission statement, update of strategic plan, and identify areas of emphasis.

City Manager Harmer read the city's mission statement as "The City of Titusville's Leadership Team is dedicated to meeting the needs and improving the quality of life of our diverse

community by providing essential services effectively and efficiently through teamwork and leadership.”

Mayor Swank and Member Eigenmann expressed concern of whether the mission statement was accurate. They did not recall the words “leadership team” being part of the mission statement. City Manager Harmer clarified the mission statement was accurate based on previous city council meetings and advised modifications could be made, if council desired.

No modifications to the mission statement were made.

City Manager Harmer continued his powerpoint reviewing the strategic issues and areas of emphasis. This included the following strategic issues: (1) Foster a positive work environment; (2) Position our community for quality growth opportunities; (3) Sustain financial wellness; (4) Promote our community; and (5) Provide a safe and secure environment.

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City Manager Harmer asked council to affirm the city’s strategic plan.

Council discussed paperless agendas including availability on the city’s web page, hard copies for council to review, costs for implementing including lap tops, etc., and impact on staff. Council agreed to add paperless agenda an area of emphasis under Promote our Community strategic issue.

Council continued discussion including fast tracking permits and incentives, increased workload in the Community Development Department including the code enforcement and planning divisions. Council agreed to add as an area of emphasis for Position our Community for Quality Growth Opportunities strategic issue.

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City Manager Harmer continued his powerpoint including multi-year planning model, financial forecast, closing the gap strategies, and budget parameters.

Vice-Mayor Ken Ward arrived at 7:20 p.m.

The budget parameters included the following:

- General Fund:
 - Operating Millage \$5.8504
 - \$2,500,000 catastrophic reserve
- All Funds:
 - 4% salary growth and fringes
 - Funded vehicle/computer replacement
 - Implement new cost allocation model
- Savings plan carry forward funding
- Program enhancement and capital outlay priorities funded

- Update revenue fee schedules.

Member Eigenmann moved to approve as recommended. Member Rainey seconded the motion and it carried unanimously.

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Mayor Swank reviewed discussion prior to Vice-Mayor Ward's arrival in order for Vice-Mayor Ward to add additional information, if desired. There was no additional discussion.

City Manager Harmer reviewed discussion during meeting to confirm council's changes, which included adding the following emphasis to the strategic issues: paperless agendas, implementing visioning plans including incentives, future work load and staff impacts in the city including the code enforcement and planning divisions.

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The meeting adjourned at 7:44 p.m.

Ronald G. Swank, Mayor

ATTEST:

Karan J. Rounsavall, City Clerk