

VILLAGE COUNCIL WORKSHOP MEETING OF MARCH 20, 2015

The Estero Council Workshop meeting was held on this date at the Estero Fire Rescue District Meeting Room, 21500 Three Oaks Parkway, Estero, Florida, with the following Council members present:

Bill Ribble - District 1
Howard Levitan - District 2
Donald Brown - District 3
Katy Errington - District 4
Jim Boesch - District 5
Nick Batos - District 6
Jim Wilson - District 7

1. CALL TO ORDER:

Mayor Nick Batos called the meeting to order at 10:00 a.m., followed by the Pledge of Allegiance to the flag.

2. ROLL CALL:

All the members of the Council were present.

3. APPROVAL OF AGENDA:

Vice Mayor Howard Levitan moved approval of the Agenda, seconded by Councilman Jim Boesch, called and carried.

4. COUNCIL BUSINESS:

There was Council consensus to combine the following items:

Combine Item B (Discussion of Village Website and Village Social Media) with Item H (Discussion of Estero School Children's Contest); and combine Item D (Discussion of Information Technology (IT) etc.) with addition of videoing and taping. Members of the Council had no objections to the amendment of the items.

(A) DISCUSSION OF PRELIMINARY SCHEDULE FOR 2015:

The following meeting dates and times were set at the March 17th meeting:

- March 27, 2015 - (Friday) - Regular Meeting at 10:00 AM, Workshop at 1:30 PM
- April 3, 2015 - (Friday) - Since this week is Holy week, moved to April 6, 2015 - (Monday) - Regular Meeting at 10:00 AM, Workshop at 1:30 PM
- April 10, 2015 - (Friday) - Regular Meeting at 10:00 AM, Workshop at 1:30 PM

For future planning, the members of the Council decided that the schedule will change in May, but Estero Fire and Rescue Chief Scott Vanderbrook informed the council that the

meeting room would be unavailable on Wednesdays until May 20, 2015. The meeting schedule for end of May through July will be as follows:

- (1) The meetings and workshops will be on Wednesdays.
- (2) The Regular Meetings will be held on the 1st Wednesday of the month at 10:00AM and the 3rd Wednesday of the month at 6:00PM. The Workshops will be: 2nd and 4th Wednesdays of the month at 10:00AM
- (3) There was Council consensus to suspend meetings for the month of August, 2015; however, a meeting could be scheduled in case of an emergency.
- (4) Holding the meetings on Wednesday will free up a council member to attend MPO meetings on the 3rd Friday of the month, once they have a seat in the Lee County MPO.

(B) DISCUSSION OF VILLAGE WEBSITE AND VILLAGE SOCIAL MEDIA:

As noted, the Council agreed to combine the Village Website and (Item H) Village Social Media items with the Estero School Children's Contest. The Estero website was set up and donated by the Estero Council of Community Leaders (ECCL). Kim Daly stated that her main concern was the security of the hosting server, and she suggested a pricing option of \$24.00 per month to have a secure server. Ms. Daly gave a proposal to the Village Manager for the Council to consider. The Council was cautioned against posting on social media and suggested that it be discussed in more detail to avoid Sunshine Law and public record violations. The council discussed the Estero School Children's Contest creating the Village logo versus a professional marketing firm creating the logo. The Council directed the Village Manager to develop guidelines for the contest which will be brought back for discussion at a later meeting.

(C) DISCUSSION OF CASH FLOW PROJECTIONS PREPARED BY ECCL AND TENTATIVE BUDGET/TRIM NOTICE – REQUIRED DATES, INCLUDING CIP BUDGET.

Interim Village Finance Director, Lisa Pace, requested direction from the Council on this year's current budget. Ms. Pace notified the Council that they now have a Federal Identification Number and they have applied for a Sales Tax Exemption Notice. Mayor Batos stated that neither Interim Village Manager Peter Lombardi nor any individual Council member is authorized to spend Council funds, and that the Council must provide individual authorizations for each expense. The authorizations were given at the inaugural meeting on March 17th for a maximum amount of \$5,000.00 for a specific item, up to a maximum of \$25,000.00. There was a Council consensus that Ms. Pace and Mr. Lombardi should create budget for the remainder of this fiscal year and bring it to the Council for discussion and approval.

(D) DISCUSSION OF INFORMATION TECHNOLOGY (IT) REQUIREMENTS FOR THE VILLAGE (INCLUDING FLORIDA DOCUMENT RECORD KEEPING REQUIREMENTS AND PRODUCTION REQUIREMENTS/OTHER NEEDED PROGRAMS)

There was \$65,000.00 budgeted for technology requirements that would include servers, computers, lap-tops, phones for use in communications subject to the Sunshine regulations. Estero Fire Rescue District Assistant Chief Mark Wahlig provided an update on the subject of software as it is on hold until the vendor receives the Tax Exempt Number. Ms. Pace and Mr. Wahlig were asked to look into receiving the Tax Exempt Notice to expedite the ordering

process of equipment and software. In an effort to not delay business, the Council will use their personal devices to access and respond to Village emails through their Village email address accounts.

There was discussion regarding videoing Village meetings using outside vendors or cable companies. Mr. Lombardi recommended the Council wait on the decision as it could be very expensive to have the meetings videoed. Mayor Batos directed the Council to pass any information received about video to Mr. Lombardi and the Council will revisit the discussion in a couple of months. Bob Lienesch spoke to the Council regarding the cost of having the inaugural meeting video recorded on March 17, 2015 which was paid by the ECCL. The Council directed Village Manager to create a resolution to reimburse the ECCL for the costs incurred from the March 17th meeting which should include video recording, hosting school facility charges, and printing costs.

(E) DISCUSSION OF NEGOTIATION PROCESS WITH LEE COUNTY REGARDING INTERLOCAL AGREEMENTS (INCLUDING ANY INTERLOCAL AGREEMENTS NEEDED IMMEDIATELY PROGRAMS).

A meeting was scheduled with Lee County on Monday, March 30, 2015 with Lee County and Mr. Lombardi and Mayor Batos to discuss interlocal agreements. Village Attorney, Mr. Saunders, stated that he will consult with Lee County Attorney Richard Wesch regarding the resolution on the March 27th agenda. Estero Fire and Rescue Chief Scott Vanderbrook informed the Council of an interlocal agreement for Life Safety Code that will need to be done. They will get the agreement to Village Attorney for review.

(F) PRELIMINARY DISCUSSION OF ADVISORY COMMITTEES FOR THE VILLAGE (INCLUDING A PUBLIC PARTICIPATION ADVISORY COMMITTEE AND LIAISON ASSIGNMENTS FOR COUNCIL MEMBERS)

It was suggested that each Council member submit to Mr. Lombardi a list of advisory committees that they would like created. The lists, credentials to be on committees, procedures and applications will be discussed at a future Workshop. The position of Liaison in the Council was discussed, with consensus, to bring this topic back at a later date for discussion with Village Attorney.

(G) DISCUSSION OF APPROPRIATE PROCESS FOR HIRING A PERMANENT VILLAGE MANAGER.

There was consensus by the Council to defer this item for 2-3 months.

(H) DISCUSSION OF CONTEST WITH ESTERO SCHOOL CHILDREN TO DESIGN VILLAGE LOGO.

Please refer to Item 4B for discussion on this item.

(I) UPDATE ON POSSIBLE DAIS AND CHAIRS FOR VILLAGE MEETING ROOM.

Mayor Batos showed two photos describing them as follows:

Photo one is of a dais used at the old Edison State College, now the Florida Southwestern College. The college is no longer using the mahogany dais, 9 chairs, 2 side desks, and microphones. All furniture and equipment are free, and will be available at the end of April, 2015. Lee County offered to pick them up and store them for the Village of Estero.

Photo two is of chairs from a Homeowner's Association. The cost will be \$20.00 per chair with a total of forty chairs available in a few months.

There were no objections from the Council members on these items.

(J) DISCUSSION ON PROCESS TO LOOK FOR PERMANENT MEETING ROOM AND OFFICE SPACE.

Discussion on this item will take place at a later date.

5. PUBLIC INPUT OF NON-AGENDA ITEMS – EACH INDIVIDUAL WILL BE GIVEN THREE MINUTES TO SPEAK.

Mayor Batos called for Public Comment and there were no speakers

6. COUNCIL COMMUNICATIONS

Mayor Batos suggested that items and back up documentation to be included in the agenda either for a Regular meeting or Workshop should be submitted to Mr. Lombardi at least 10 to 12 days prior to the meeting date. Mr. Lombardi will send the Council a meeting schedule with submission deadlines. Meeting agendas with backup documentation can be given to Council members as a PDF or in paper format, it is their choice. Advertising for the meetings will be at the Estero Administration building entrance and on the Village of Estero website, unless it has to be in a newspaper of general circulation and that would be in the Fort Myers NewsPress.

Mayor Batos stated that he received a phone call yesterday from Lee County, who was calling on behalf of the Property Appraiser's Office, inquiring on the All Hazards tax for next year. All Hazards Tax is .0693. The Village can opt out of tax which would reduce taxpayer's tax or they can opt in by interlocal agreement and the tax would be sent to the Village. The tax collected has very specific usage requirements. Lee County Manager Roger Desjarlais stated that Lee County would assist in an emergency if the tax was opted in or out, and recommended opting out for the 1st year and having tax reduced. Mr. Lombardi and Mr. Saunders will research enabling legislation as to how tax was created and usage for tax dollars. The information will be brought back to the Council for consideration.

Mr. Levitan stated that he received a call from the Property Appraiser's Office regarding boundaries and he will turn the information over to Mr. Lombardi to handle.

Mr. Lombardi announced that there will be a four hour training course on May 1, 2015 hosted by League of Cities and it is required for all elected officials. Council members are urged to attend as the training will cover topics such as ethics, Sunshine Laws and public records.

Village Manager, Peter Lombardi, is having permanent signs for the dais made. He requested that all Council members send their contact information to him for his records.

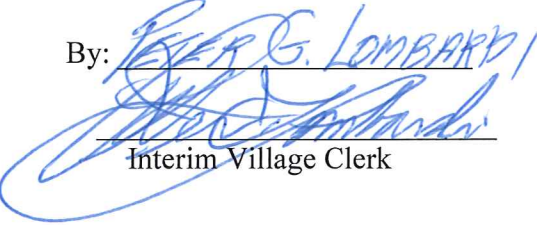
Council hours of operation will be 9:00AM to 5:00PM.

7. ADJOURN

The Mayor adjourned the meeting at 12:27 p.m.

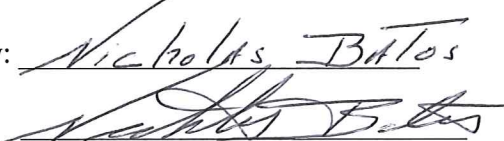
ATTEST:

By:


Interim Village Clerk

VILLAGE OF ESTERO, FLORIDA

By:


Mayor