

**CITY COMMISSION WORKSHOP MEETING  
JUNE 6, 2011  
4:30 PM**

Commission Members Present

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Commissioner-at-Large 2  
Mary Lancaster, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Commission Members Absent

Alan Zirkelbach, Vice Mayor, Commissioner-at-Large 1

Staff and Others Present

Mark Barnebey, City Attorney  
Jeff Burton, CRA Director  
Jim Freeman, City Clerk  
Allen Tusing, Public Works Director  
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the meeting to order at 4:30 p.m. She announced Commissioner Zirkelbach is out of town and will be absent from the workshop and 7:00 p.m. Commission meeting.

She requested that the items of the agenda be reversed. Commission concurred.

1. LINEAR PARK TRAIL

Mr. Williams stated his opinion that while it is advantageous to plan for the future, CRA dollars should not be put in the Linear Park trail at this time.

Mr. Burton discussed how the trail is projected to traverse the City from Government Cut on Snead Island to Haben Blvd. on the east; and north from 17<sup>th</sup> Street to the Green Bridge. He stated that the plan is in an early conceptual stage and that data the Y gathered in the recent study is being incorporated. The plan is developed directly from the Y study. Part of the due diligence for the trail will include identifying City-owned and private properties necessary to construct the trail.

Commissioner Cornwell requested that the lighting along the trail be consistently the same, and as economic and green as possible. She also suggested that some type of biking competition facility should be incorporated into the trail.

Commission commented on different areas of the City that Mr. Burton should also consider incorporating into the trail, which he will research. Mr. Burton confirmed that the fairgrounds property will be deleted from the trail's proposed path.

2. PERSONNEL POLICY

Attorney Barnebey asked for direction as to additional protection in Article V, because Florida is an "at will" state; should terms of dismissal be at will or for cause? Commission voiced their opinions on the issue. Secondly, Attorney Barnebey discussed the appeal procedure, which he opined is more protection than required by Florida law. He opined that the procedures which allow for an appeal to be brought as high as the Mayor are appropriate, while use of the Personnel Board can create issues. Attorney Barnebey was asked to prepare a memo to Commission explaining the differences because of possible legal issues.

Discussion ensued whether or not the use of sick and vacation time should it be extended beyond immediate family members. It was suggested that "personal" days could be designated from sick or vacation accrued time for an employee's use. Mr. Freeman confirmed his opinion that sick days were meant to be used only when an employee is sick. Mr. Tusing stated he will face a greater problem if personal time is awarded out of sick or vacation time.

Mr. Freeman also stated that the Policy is silent regarding accrual of sick and vacation time while an employee is on Florida Medical Leave Act (FMLA). Research shows that accruals do not occur and Mr. Freeman suggested that statement should be added to the Policy.

Attorney Barnebey read the criteria for annual leave from the current version of the Policy (Article 8 Section 8.01 (G)). He also read the Policy's criteria for sick leave – care for the illness of any immediate family member. He questioned the statement "...may not be authorized prior to the time it is credited".

Attorney Barnebey discussed the employee disclosure requirement regarding the acceptance of gifts. He recommended that a monetary value be added to Article 4, Section 4.01(E). Commission directed that the monetary value in that section and in all other sections stating the monetary value be amended to \$25.

Mayor Bryant stated that beginning with the June 20, 2011 workshop meeting, the Personnel Policy will be placed on the agenda to be reviewed in portions until completed.

Meeting adjourned at 5:30 p.m.

Minutes approved: June 20, 2011

*James R. Freeman*

James R. Freeman  
City Clerk