Table of Contents

COMMISSION SPECIAL MEETING
CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, September 03, 2019
6:00 PM

Call to Order
Pledge of Allegiance
Good of the Order
Roll Call

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1. **Ordinance 2019-14: Setting the Fiscal Year 2020 Millage Rate**

2. **Ordinance 2019-15: Adopting the Fiscal Year 2020 Budget**

3. **Adjournment**

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

The public is cordially invited to attend this meeting.
All agenda material is available for review at City Hall.

St. Pete Beach City Commission
Agenda Report

Issue Considered: Ordinance 2019-14: Setting the Fiscal Year 2020 Millage Rate.

Date: September 3, 2019

Prepared By: Vincent Tenaglia, Assistant City Manager

Through: Alex Rey, City Manager

Summary of Issue: The City of St. Pete Beach's current millage rate is 3.1500 mills per $1,000 of taxable value. The fiscal year (FY) 2020 proposed budget was developed based on maintaining the 3.1500 millage rate, which generates $628,145 in new revenue due to a 6.57% increase in property values.

The Pinellas County Property Appraiser's Office mailed truth-in-millage (TRIM) notices to property owners indicating a proposed rate of 3.1500 for the City of St. Pete Beach. Staff recommends adoption of the 3.1500 millage rate, which will require a super majority vote for approval. This will allow the City to balance its budget, fund the capital projects identified in the Capital Improvement Plan, and increase General Fund reserves by $293,991.

Requested Motion: "I move to approve Ordinance 2019-14 on first reading." (Must be read in entirety)

Attachment: Ordinance 2019-14

Reviewed by the City Manager: AR

Ordinance 2019-14

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ESTABLISHING THE MILLAGE RATE FOR FISCAL YEAR 2020, BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; PROVIDING AND ANNOUNCING THE NAME OF THE TAXING AUTHORITY, THE ROLLED-BACK MILLAGE RATE, THE PERCENTAGE INCREASE OVER THE ROLLED-BACK MILLAGE RATE, AND THE MILLAGE RATE TO BE LEVIED; PROVIDING FOR READING IN ITS ENTIRETY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes s. 200.065 requires the adoption of the millage rate by separate vote prior to the adoption of the annual budget; and

WHEREAS, Florida Statutes s. 200.065 requires that prior to adoption of the millage-levy ordinance, the following be publicly announced: the name of the taxing authority, the rolled-back millage rate, the percentage increase over the rolled-back millage rate, and the millage rate to be levied; and

WHEREAS, in no event may the millage rate adopted exceed the millage rate tentatively adopted.

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH FLORIDA, HEREBY ORDAINS:

Section One. The name of the taxing authority is the City of St. Pete Beach.

Section Two. The rolled-back millage rate for fiscal year 2020 is 2.9616.

Section Three. The fiscal year 2020 proposed millage rate is 6.36% higher than the rolled-back rate.

Section Four. The millage rate to be levied for fiscal year 2020 shall be 3.1500 mills per $1,000 of taxable value.

Section Five. This ordinance shall take effect immediately upon final adoption.

* * * * *

____
Alan Johnson, Mayor

I, Rebecca C. Haynes, City Clerk of the City of St. Pete Beach, Florida, do hereby certify that the foregoing Ordinance was duly adopted in accordance with the provisions of applicable law this _____ day of ______________________, 2019.

____
Rebecca C. Haynes, City Clerk

APPROVED AS TO LEGAL FORM AND CORRECTNESS:

____
Andrew Dickman, City Attorney

St. Pete Beach City Commission
Agenda Report

Issue Considered: Ordinance 2019-15: Adopting the Fiscal Year 2020 Budget

Date: September 3, 2019

Prepared By: Vincent Tenaglia, Assistant City Manager

Through: Alex Rey, City Manager

Summary of Issue: The fiscal year (FY) 2020 proposed budget document was originally published on July 9, 2019. The Finance and Budget Review Committee and City Commission reviewed the budget with staff at workshop sessions in mid-July. Several changes have since been incorporated into the budget, including the following:

1. Sanitary Sewer Expansion Project: Cost estimates have been refined for the largest individual item in the FY 2020 budget, based on updated engineering plans. Total construction is now estimated at $12,950,047, requiring additional expenditures of $1,130,115. The balance to be borrowed via the State Revolving Fund loan program will increase by $1,130,115 to finance the project.
2. Blind Pass Road: An additional funding installment of $100,000 is proposed for the Blind Pass Road project. The current contingency balance is insufficient for the remaining life of the project and requires supplemental funding.
3. Staffing Changes: Several positions have recently experienced turnover, with individual positions being reclassified, transferred, or hired in at different rates of pay than previously budgeted. One new, full-time Transportation Director position is proposed and partially offset by expenditure reductions, including the elimination of the Administrative Services Supervisor position ($67,780), transportation consulting services ($28,000), and PSTA funding ($15,556).
4. Building Services: New consulting services totaling $25,000 have been added to the Building Fund to evaluate the City's permit fee structure.
5. Rescue 23: Pinellas County has increased the level of funding available for the replacement of Rescue 23, from $190,000 to $200,000. This will allow the City to fund ancillary costs related to outfitting the apparatus for

service (e.g., lighting and technology packages). Offsetting revenue and expenditures of $10,000 are included.

6. Insurance: Based on recent state legislation, the City obtained insurance coverage for firefighter cancer benefits. The annual premium for this insurance is $5,848, allocated between the Fire Suppression ($3,718) and EMS divisions ($2,130).
7. Revenue Additions:
   a. Revenue allocations from PPLC were received after proposing the budget. The annual agreement exceeded staff's estimate by 3%, resulting in additional General Fund revenue of $6,100.
   b. Based on the success of the July 4th fireworks and barge donation campaign, $15,000 was added to General Fund revenue estimates.
8. Re-Appropriations: The remaining changes represent budget neutral re-appropriations, carrying existing unencumbered balances forward from FY 2019 to FY 2020:
   a. Sewer Expansion Project: $2,819,932
   b. Gulf Blvd. Undergrounding:
      i. Engineering: $419,323
      ii. Construction: $4,489,624
   c. Library Project:
      i. Service Enhancements: $184,581
      ii. Roof Renovations: $658,995
   d. Merry Pier: $219,875
   e. Dune Walkovers: $54,166
   f. Boca Ciega Isle Drive: $313,930

The net impact to fund balance from all revisions is $141,404, allocated as follows:

Fund	Net Impact to Fund Balance
General	$0
Building	($25,000)
Fleet	$0
Capital	($100,000)
Wastewater	($13,177)
Reclaimed Water	$0
Stormwater	($3,227)
Total	**($141,404)**

Following is a summary of the FY 2020 Tentative Budget totaling $60,943,053, which reflects the changes:

	General	Building	Fleet	Capital	Wastewater	Reclaimed	Stormwater	Total
Funding Sources:								
Revenue	$22,263,206	$720,000	$ -	$ 1,677,400	$ 7,169,945	$1,043,075	$1,460,900	$34,334,526
Transfers In	-	-	797,055	4,000,000	-	-	-	4,797,055
Debt or Leases	-	-	-	500,000	10,130,115	-	-	10,630,115
Re-Appropriations	-	-	-	6,026,564	2,819,932	-	313,930	9,160,426
From Reserves	-	6,368	-	1,094,182	419,328	-	501,053	2,020,931
Total Sources	**$22,263,206**	**$726,368**	**$797,055**	**$13,298,146**	**$20,539,320**	**$1,043,075**	**$2,275,883**	**$60,943,053**
Funding Uses:								
Expenditures	17,175,660	722,868	217,000	13,298,146	20,539,320	800,375	2,275,883	55,029,252
Transfers Out	4,793,555	3,500	-	-	-	-	-	4,797,055
To Reserves	293,991	-	580,055	-	-	242,700	-	1,116,746
Total Uses	**$22,263,206**	**$726,368**	**$797,055**	**$13,298,146**	**$20,539,320**	**$1,043,075**	**$2,275,883**	**$60,943,053**

Requested Motion: “I move to approve Ordinance 2019-15 on first reading.” (Must be read in entirety).

Attachments: Budget Changes Since July 9, 2019
Ordinance 2019-15

Reviewed by the City Manager: AR

Ordinance 2019-15

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ADOPTING THE BUDGET FOR FISCAL YEAR 2020, BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; PROVIDING FOR THE INCORPORATION OF THE ADOPTED CAPITAL BUDGET AS THE CAPITAL IMPROVEMENT ELEMENT OF THE COMPREHENSIVE PLAN; PROVIDING FOR READING IN ITS ENTIRETY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes section 166.241 requires the adoption of a budget each fiscal year ("FY"); and

WHEREAS, the amount available from taxation and other sources, including balances brought forward from prior years, must equal the total appropriations for expenditures and reserves; and

WHEREAS, the adopted budget must show for each fund, as required by law and sound financial practices, budgeted revenues and expenditures by organizational unit which are at least at the level of detail required for the annual financial report required under Florida Statutes section 218.32(1); and

WHEREAS, the adopted budget must regulate expenditures of the municipality, and an officer of a municipal government may not expend or contract for expenditures in any fiscal year except as pursuant to the adopted budget; and

WHEREAS, the City of St. Pete Beach FY 2020 budget is balanced; is presented at the level of detail required to file the annual financial report; and shall regulate expenditures of the City for the period beginning October 1, 2019 and ending September 30, 2020.

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH FLORIDA, HEREBY ORDAINS:

<u>Section One.</u> The FY 2020 budget document, attached hereto as Exhibit A ("the Budget"), is adopted by reference and is made a part of this ordinance.

<u>Section Two.</u> Upon the adoption of the budget, the Capital Improvement Element of the City's Comprehensive Plan is hereby updated to reflect the FY 2020 – FY 2024 Capital Improvement Plan.

<u>Section Three.</u> This ordinance shall take effect immediately upon final adoption.

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____
Alan Johnson, Mayor

I, Rebecca C. Haynes, City Clerk of the City of St. Pete Beach, Florida, do hereby certify that the foregoing Ordinance was duly adopted in accordance with the provisions of applicable law this _____ day of ______________________, 2019.

____
Rebecca C. Haynes, City Clerk

APPROVED AS TO LEGAL FORM AND CORRECTNESS:

____
Andrew Dickman, City Attorney

Budget Changes Since July 9, 2019

REVENUE

Description	Account	Fund	FY 2019	FY 2020	Net
PPLC annual allocation	001.337.700	General		$6,100	$6,100
July 4 fireworks donations to offset expenditures	001.366.600	General		$15,000	$15,000
Rescue 23 offsetting revenue	301.342.401	Capital		$10,000	$10,000
Additional estimate to be borrowed via SRF loan	101.384.000	Wastewater		$1,130,115	$1,130,115
Total Revenue Changes by Fund:		General		$21,100	$21,100
		Capital		$10,000	$10,000
		Building		$0	$0
		Wastewater		$1,130,115	$1,130,115
		Reclaimed		$0	$0
		Stormwater		$0	$0
		Total	**$0**	**$1,161,215**	**$1,161,215**

EXPENDITURES

Description	Account	Fund	FY 2019	FY 2020	Net
Personnel:					
Fire Suppression	001.5801.522.5120	General		$3,357	$3,357
Fire Suppression	001.5801.522.5130	General		$596	$596
Fire Suppression	001.5801.522.5210	General		$389	$389
Fire Suppression	001.5801.522.5220	General		$1,380	$1,380
Fire Suppression	001.5801.522.5230	General		($1,859)	($1,859)
EMS Division	001.5802.522.5120	General		($4,712)	($4,712)
EMS Division	001.5802.522.5210	General		($1,202)	($1,202)
EMS Division	001.5802.522.5220	General		($1,644)	($1,644)
EMS Division	001.5802.522.5230	General		($7,499)	($7,499)
Public Works: Stormwater	103.6108.537.5120	Stormwater		($14,097)	($14,097)
Public Works: Stormwater	103.6108.537.5210	Stormwater		($1,080)	($1,080)
Public Works: Stormwater	103.6108.537.5220	Stormwater		$18,452	$18,452
Public Works: Stormwater	103.6108.537.5230	Stormwater		($48)	($48)
Public Works: Wastewater	101.6107.535.5120	Wastewater		$23,011	$23,011
Public Works: Wastewater	101.6107.535.5210	Wastewater		$1,762	$1,762
Public Works: Wastewater	101.6107.535.5220	Wastewater		($11,675)	($11,675)
Public Works: Wastewater	101.6107.535.5230	Wastewater		$79	$79
Parks and Recreation: Recreation and Aquatics	001.6106.572.5120	General		$5,805	$5,805
Parks and Recreation: Recreation and Aquatics	001.6106.572.5210	General		$445	$445
Parks and Recreation: Recreation and Aquatics	001.6106.572.5220	General		$4,069	$4,069
Administrative Services: Transportation	001.5605.521.5120	General		$58,320	$58,320
Administrative Services: Library	001.5602.571.5120	General		$538	$538
Administrative Services: Library	001.5602.571.5210	General		$42	$42
Administrative Services: Library	001.5602.571.5220	General		$377	$377
Community Development: Planning	001.5401.515.5120	General		$4,464	$4,464
Community Development: Planning	001.5401.515.5210	General		$342	$342
Community Development: Planning	001.5401.515.5220	General		$446	$446
Community Development: Planning	001.5401.515.5130	General		$2,624	$2,624
Community Development: Planning	001.5401.515.5230	General		($7,470)	($7,470)
Operating:					
Firefighters cancer insurance policy (new)	001.5801.522.5450	General		$3,718	$3,718
Firefighters cancer insurance policy (new)	001.5802.522.5450	General		$2,130	$2,130
Consultant services to evaluate permit fees	201.5402.524.5310	Building		$25,000	$25,000
Transportation consulting services	001.6101.519.5343	General		($28,000)	($28,000)
PSTA funding	001.6101.519.5350	General		($15,556)	($15,556)

EXPENDITURES

Description	Account	Fund	FY 2019	FY 2020	Net
Capital:					
Rescue 23 replacement	301.8000.590.0046	Capital		$10,000	$10,000
Sewer Expansion Project	101.6107.535.5669	Wastewater		$1,130,115	$1,130,115
Blind Pass Road Project	301.8000.590.0031	Capital		$100,000	$100,000
Re-appropriations:					
North Sewer Expansion	101.6107.535.5639	Wastewater	($76,084)		($76,084)
South Sewer Expansion	101.6107.535.5640	Wastewater	($2,743,848)		($2,743,848)
Sewer Expansion Project	101.6107.535.5669	Wastewater		$2,819,932	$2,819,932
Gulf Blvd. Undergrounding Engineering	301.8000.590.5310	Capital	($419,323)		($419,323)
Gulf Blvd. Undergrounding Engineering	301.8000.590.0047	Capital		$419,323	$419,323
Gulf Blvd. Undergrounding Construction	301.8000.590.5650	Capital	($4,489,624)		($4,489,624)
Gulf Blvd. Undergrounding Construction	301.8000.590.0047	Capital		$4,489,624	$4,489,624
Library Service Enhancements (PPLC)	301.8000.590.5650	Capital	($184,581)		($184,581)
Library Service Enhancements (PPLC)	301.8000.590.0009	Capital		$184,581	$184,581
Library Roof Renovations	301.8000.590.5650	Capital	($261,195)		($261,195)
Library Roof Renovations	301.8000.590.0009	Capital		$261,195	$261,195
Library Roof Renovations	301.8000.590.0009	Capital	($397,800)		($397,800)
Library Roof Renovations	301.8000.590.0009	Capital		$397,800	$397,800
Merry Pier	301.8000.590.0000	Capital	($219,875)		($219,875)
Merry Pier	301.8000.590.0000	Capital		$219,875	$219,875
Dune Walkovers	301.8000.590.5650	Capital	($54,166)		($54,166)
Dune Walkovers	301.8000.590.0032	Capital		$54,166	$54,166
Boca Ciega Isle Drive	103.6108.537.5655	Stormwater	($313,930)		($313,930)
Boca Ciega Isle Drive	103.6108.537.5655	Stormwater		$313,930	$313,930
Total Expenditure Changes by Fund:		General		$21,100	$21,100
		Capital	($6,026,564)	$6,136,564	$110,000
		Building		$25,000	$25,000
		Wastewater	($2,819,932)	$3,963,224	$1,143,292
		Reclaimed			$0
		Stormwater	($313,930)	$317,157	$3,227
		Total	**($9,160,426)**	**$10,463,045**	**$1,302,619**
Net Impact to Fund Balance:		General	$0	$0	$0
		Capital	$6,026,564	($6,126,564)	($100,000)
		Building	$0	($25,000)	($25,000)
		Wastewater	$2,819,932	($2,833,109)	($13,177)
		Reclaimed	$0	$0	$0
		Stormwater	$313,930	($317,157)	($3,227)
		Total	**$9,160,426**	**($9,301,830)**	**($141,404)**