

FINANCE & BUDGET REVIEW COMMITTEE MEETING

MINUTES

JULY 12, 2018

10:00 A.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENT:

Mary Hacker, Chairwoman
Harold Hale, Member (entered the meeting at 12:50 P.M.)
Jack Samorajczyk, Member
Rebecca Lyons, Member

ABSENT:

Joanne Melodayo, Vice Chair

ALSO PRESENT:

Rebecca Haynes, City Clerk
Vince Tenaglia, Administrative Services Director
Wesley Wright, Community Development Director
Mike Clarke, Public Works Director
Jim Kilpatrick, Fire Chief
Jennifer McMahon, Recreation Department Director
Mary Jo Murphy, Deputy City Clerk

1. Changes to the Agenda

There were no changes to the agenda.

2. Audience Comments

There were no audience comments.

3. Review of Fiscal Year 2019 Proposed Budget

Vince Tenaglia, Administrative Services Director, explained the intent of the meeting to the board members and presented a PowerPoint presentation entitled "City of St. Pete Beach Proposed Budget Fiscal Year 2019."

Chairwoman Hacker reviewed each department of the budget in detail and began on Page 14 as follows.

Page 14 General Fund Revenue and Expenditures

Page 25 City Commission

Member Samorajczyk made a motion to accept the City Commission budget for Fiscal Year 2019 as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 31 City Clerk

Rebecca Haynes, City Clerk, answered questions posed by the committee.

Member Lyons made a motion to approve the City Clerk's budget as presented. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeses – 0 nos).

Ms. Haynes updated the committee about the Election Expenses, Account 5493.

Member Samorajczyk made a motion to change line item 5493, Election Expenses, on the proposed City Clerk's budget from \$8,500 to \$10,000. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 34 City Manager

Member Samorajczyk made a motion to adopt the City Manager's budget for the Fiscal Year 2019 as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 39 City Attorney

Member Lyons made a motion to accept the City Attorney's budget as presented for \$308,000.00. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 44 Community Development: Planning

Wesley Wright, Community Development Director, answered questions posed by the committee.

Member Samorajczyk made a motion to accept the Community Development: Planning budget for Fiscal Year 2019 as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeases – 0 nos).

Page 46 Community Development: Code Enforcement

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget, Community Development: Code Enforcement, as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeases – 0 nos).

Page 56 Administrative Services: Finance

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget, Administrative Services: Finance, as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeases – 0 nos).

Page 57 Administrative Services: Information Technology

Member Samorajczyk questioned the occurrence of "Anti-Virus," "Anti-Spyware," "Firewall subscriptions" and "Firewall renewals" being listed in Account 5330 and Account 5340.

Mr. Tenaglia, Administrative Services Director, stated to strike the following words from the Line Item Description with Account 5330 on Page 58:

Incode Financial upgrade conversion (\$29,000); LaserFiche Document Imaging; LaserFiche Agenda Manager; Granicus hosting of streaming video & Media Vault; Tyler Technology supporting online data disaster recovery for Incode system; Public Stuff; Timeclock Plus; GFI Fax Maker; ~~Anti-Virus; Anti-Spyware; Firewall subscriptions~~; hosting of the City website.

Member Lyons made a motion to accept the Administrative Services: Information Technology budget as presented. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeases – 0 nos).

Page 61 Administrative Services: Library

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget, Administrative Services: Library, as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeases – 0 nos).

Page 66 Administrative Services: Parking Enforcement

Member Lyons made a motion to approve the Administrative Services: Parking Enforcement budget as presented. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 69 Law Enforcement

Chairwoman Hacker made a recommendation to table the discussion of Law Enforcement until later this afternoon but before adjournment. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeses – 0 nos).

Mr. Tenaglia announced that a break would be taken during the meeting and lunch would be provided. At this time there was a brief break from 11:25 a.m. until 11:29 a.m.

Chairwoman Hacker reconvened the meeting and began as follows:

Page 84 Public Works: Administration

Member Samorajczyk made a motion to accept the Public Works: Administration budget for Fiscal Year 2019 as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 88 Public Works: Facilities Maintenance

Member Samorajczyk made a motion to accept the Public Works: Facilities Maintenance budget for Fiscal Year 2019 as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 92 Public Works: Streets Maintenance

Mike Clarke, Public Works Director, answered questions posed by the committee members.

Member Samorajczyk made a motion to approve the Fiscal Year 2019 budget for Public Works: Streets Maintenance as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 96 Public Works: Parks & Grounds Maintenance

Mike Clarke answered questions posed by the committee members.

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget for Public Works: Parks & Grounds Maintenance as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 101 Public Works: Beach Maintenance

Mr. Clarke answered questions posed by the committee members.

Member Lyons made a motion to accept the Fiscal Year 2019 budget for Public Works: Beach Maintenance as presented. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (3 yeses – 0 nos).

Page 106 Recreation

Jennifer McMahon, Recreation Director, answered questions posed by the committee members.

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget for the Recreation Department as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (3 yeses – 0 nos).

At this time there was a lunch break taken from approximately 12:15 p.m. until 12:45 p.m. Member Hale arrived during lunch and was present for the remainder of the meeting.

Chairwoman Hacker called the meeting back to order and began as follows:

Page 75 Fire Department: Fire Suppression

Jim Kilpatrick, Fire Chief, answered questions posed by the committee.

Member Samorajczyk moved to accept the Fiscal Year 2019 budget for the Fire Department: Fire Suppression as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 78 Fire Department: Emergency Medical Services

Jim Kilpatrick, Fire Chief, answered questions posed by the committee.

Member Samorajczyk proposed to accept the Fiscal Year 2019 budget for the Fire Department: Emergency Medical Services as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 69 Law Enforcement

Member Samorajczyk made a recommendation that the City Commission look at the historical crime rates and determine whether or not it would be appropriate to fund additional policing for the City of St. Pete Beach and to contract it out with Pinellas County. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Member Samorajczyk made a motion to approve the City of St. Pete Beach Fiscal Year 2019 budget for Law Enforcement as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 109 Non-Departmental

Mr. Tenaglia explained that this section accounts for the single transfer from the General Fund to the Capital Improvement Fund.

Page 114 Building Fund Expenditures

Mr. Wesley Wright updated the committee about the Building Fund Expenditures.

Member Lyons made a motion to approve the Fiscal Year 2019 budget for the Building Fund Expenditures as presented. The motion was seconded by Member Samorajczyk and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 116 Capital Improvement Fund

Mr. Tenaglia updated the committee about the Capital Improvement Fund.

Member Samorajczyk made a motion to approve the Fiscal Year 2019 Capital Improvement Fund Expenditures budget as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 122 Wastewater Fund

Mr. Tenaglia updated the committee about the Capital Improvement Fund.

Member Samorajczyk proposed to approve the Fiscal Year 2019 budget for the Wastewater Fund as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 129 Reclaimed Water Fund

Mr. Clarke updated the committee about the Reclaimed Water Fund.

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget for the Reclaimed Water Fund as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Page 134 Stormwater Fund

Mr. Tenaglia updated the committee about the Stormwater Fund.

Member Samorajczyk made a motion to accept the Fiscal Year 2019 budget for the Stormwater Fund as presented. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

There was committee discussion in regard to the millage rate. Mr. Tenaglia informed the committee that Staff recommended a 3.15 millage rate.

Hearing no further discussion, Chairwoman Hacker asked for a motion.

Member Samorajczyk made a motion to make a recommendation to the Commission to keep the current millage rate for Fiscal Year 2019. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

Member Samorajczyk made a motion to recommend to the Commission to maintain the existing 3.15 millage rate for Fiscal Year 2019. The motion was seconded by Member Lyons and unanimously approved by a voice vote, (4 yeses – 0 nos).

4. Adjournment

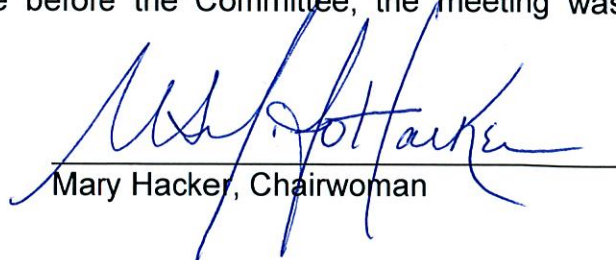
There being no further business to come before the Committee, the meeting was adjourned at 2:14 p.m.

Attest:



Rebecca C. Haynes, City Clerk

Minutes approved on: 8/8/18



Mary Hacker, Chairwoman