

FINANCE & BUDGET REVIEW COMMITTEE SPECIAL MEETING
June 16, 2021 – 10:00 A.M.

PRESENT: Rebecca Lyons, Vice Chair
Joanne Melodayo, Member
Jack Samorajczyk, Member
Justin Hilliard, Member

STAFF PRESENT: Vince Tenaglia, Finance Director & Assistant City Manager
Amber LaRowe, City Clerk
Mike Clarke, Public Works Director
Wesley Wright, Planning Manager

Vice Chair Lyons called the meeting to order at 10:00 AM.

1. **Changes to the Agenda** – No changes were made.
2. **Audience Comments** - There were no audience comments.
3. **Action Items**
 - a. Schedule Date for Comprehensive Annual Financial Report (CAFR) Meeting

Vince Tenaglia, Finance Director and Assistant City Manager, informed the Board that he would prefer to table this item until after the 5th position is filled; the Board agreed.

- b. Capital Improvement Project (CIP) Priority Ranking

Mr. Tenaglia reminded the Committee of their role for ranking of the Capital Improvement Projects for FY 2022-2026 as emailed out earlier this month. A copy of this list is made a part of the minutes. Before the Committee began, Planning Manager Wesley Wright discussed the Comprehensive Plan, which is currently under review for consistency with the Land Development Code as well as County and State laws and regulations. The Plan is required to be reviewed by staff every seven years with the next evaluation in 2023.

Mr. Tenaglia gave an overview of the City's Strategic Goals and the Mission Statement; he will provide the Committee with a copy of what was adopted.

The following projects were reviewed and ranked previously with no changes:

- Pass-A-Grille Way Seawall from 1st Avenue to 12th Avenue
 - City has applied for a grant, no feedback regarding the status of this
- Dock, Pier, and Boat Ramp Improvements
- Generator Power for City Facilities
 - Mr. Tenaglia noted that there are four pending grant applications in progress
- Fire Station 22 Reconstruction
- HVAC Replacement Equipment
- Reclaimed Water Lateral Replacements
- Reclaimed Water Transmission Main Replacement
- Reclaimed Water Meter Installation
- Pass-A-Grille Park Gulf to Bay Corridor Improvements
- Sanitary Sewer Force Main Replacements

- Mike Clarke, Public Works Director, reported that Force Main 10 is projected to be replaced in FY 2022. Force Main 1 will need to be the next priority. Design is planned in FY 2024 with possible construction to begin in FY 2026.
- Inflow & Infiltration Program
- Lift Station Repair and Replacement
- Upham Beach Parking Lot Renovation
 - This is on hold due to easement conflicts
- Street Rehabilitation Program
 - Street paving is coordinated with sanitary sewer, reclaimed water, and other utility repairs
- Electric Vehicle Charging Stations
- Apparatus Replacements
 - The Ladder Truck will be replaced in FY 2022 at an estimated cost of \$1.2M

The following projects will not be funded in FY 2022 and did not need to be ranked/discussed:

- Asset Management
- Dune Crossover Project
 - Army Corps of Engineers current redesign of the dunes will affect the crossovers
- City Hall Audio/Visual Room Equipment

The following project the Board felt was a nice concept; however, would prefer that staff review the project to ascertain benefits versus risks:

- St. John's Partnership

The following projects were ranked by the Committee in the categories of Public Health & Safety, Employee Health & Safety, Regulatory Mandate, Frequent Problems, Ability to Finance, Cost of Project, Generates Revenue, Generates Cost Savings, Ongoing Operation Costs, Age/Condition of Existing, Public Benefit, Public Demand, Synergy with Other Projects, Strategic Goal, and Comprehensive Plan Component (in this order) ---

- 17th Avenue Seawall Replacement
- Coastal Resiliency Program
- Public Works Campus Project
- Egan Park Concession Building Restoration
- Gulf Winds Drive Reconstruction
- Boca Ciega Drive Reconstruction
- Public Restroom Renovations
- Enterprise Resource Planning Software

Following the ranking, Mr. Tenaglia summarized the upcoming timeline of the annual budget process.

The next meeting will be the FY 2022 budget discussion with the regularly scheduled quarterly meeting in August.

There being no further business, the meeting was adjourned at 11:48 a.m.

These minutes were approved at the August 4, 2021 Finance and Budget Review Committee meeting.