



**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

155 Corey Avenue
St. Pete Beach, FL 33706

Monday, September 23, 2024
6:00 PM

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. **Presentations**

a. Development Moratoria and Planning in Progress

Discussion with Susan Trevarthen, Partner with Weiss Serota Helfman Cole + Bierman, regarding development moratoria and planning-in-progress stays on development within the context of comprehensive planning.

b. Gulf Boulevard Utility Undergrounding Program Report

Staff will present a multi-year program summary and charter for the Gulf Blvd Utility Under-grounding program including current status of funding and expenditures related to all 3 phases of the project

2. **Approval of the Agenda**

Action Request: Motion to approve the September 23, 2024, City Commission agenda.

3. **Audience Comments -**

Public participation is encouraged. If you wish to address the City Commission, please fill out a speaker's card and provide it to the City Clerk. Once you are called, please come to the podium and state your name and address for the record. Comments shall be limited to 3 minutes and shall be limited to non- public hearing items on the agenda. Public comment on agenda items will be allowed when that item is called. If you plan to make a presentation as part of your public comment, the presentation must be provided to the City Clerk 24- hours in advance of the meeting.

4. Consent

- a. Approve the September 9, 2024, City Commission Budget and Regular Business Meeting Minutes
- b. Authorize the City Manager to approve a revised purchase agreement for Pump Station 1 purchase with Xylem Water Solutions in the amount of \$1,320,640
- c. Authorize the City Manager to execute the Seventh Addendum and Renewal with the Pinellas Transit Suncoast Authority for the Suncoast Beach Trolley Agreement for Fiscal Year 2025 transit service for \$251,212.50.
- d. Authorize Mayor Petrila to sign the Amendment to the Interlocal Agreement for the Creation of the Pinellas County Metropolitan Planning Organization
- e. Authorize the City Manager to enter into a purchase agreement with All Roads Kenworth, LLC, utilizing the Florida Sheriff's Association Cooperative Purchasing Program, to purchase a 2025 Kenworth T480 with IMT Dominator III crane truck in the amount of \$317,009
- f. Renewal of the Cybersecurity Insurance agreement with Brown & Brown, covering the period October 1, 2024, through September 30, 2025, in the amount of \$45,588.00, and authorize the City Manager to execute the agreement.

5. Action Items

- a. Authorization of the City Manager to execute the Pinellas County Sheriff's Office interlocal agreement with the Pinellas County Sheriff's Office for law enforcement services from October 1, 2024 - September 30, 2025 for \$3,504,588.00.
- b. Approve construction activities in the amount not to exceed a \$25,000 match in fundraising efforts to support of the Veterans of Pinellas County efforts to construct a Medal of Honor Memorial at McKenney Park.
- c. Adopt Resolution 2024-07: authorizing the City Manager to enter into an agreement with the Tampa Bay Beaches Chamber of Commerce to coordinate and oversee the Business Site Improvement Grant Program; and provide for an effective date
- d. Quasi-Judicial Public Hearing to approve Preliminary Plat No. 24042, requested by Ely Payne of Baysite Engineering LLC for SMILEYS SNACK SHACK-ST PETE BEACH INC, to subdivide 3700 Gulf Blvd [Parcel #07-32-16-21852-028-0001] to create four fee-simple parcels proposed for residential townhouses, with remaining land held in common homeowners' association ownership.

Open the public hearing. Close the public hearing after public comment.

Action Request: Motion to approve Preliminary Plat 24042 with recommended Staff condition.

- e. Continue the Public Hearing on Ordinance 2024-04: Establishing the Millage Rate for Fiscal Year 2025

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ESTABLISHING THE MILLAGE RATE FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

Open the public hearing. Close the public hearing after public comment.

Action Request: Motion to continue the public hearing on Ordinance 2024-04 to September 24, 2024 at 5:01 p.m. in these Chambers.

f. Continue the Public Hearing on Ordinance 2024-05: Adopting the Budget for Fiscal Year 2025

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ADOPTING THE BUDGET FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

Open the public hearing. Close the public hearing after public comment.

Action Request: Motion to continue the public hearing on Ordinance 2024-05 to September 24, 2024 at 5:01 p.m. in these Chambers.

g. Discussion for the Commission to provide direction to the City Manager regarding Interim appointment of a City Attorney and the process for regular appointment of a City Attorney

6. Ordinances

a. Approve the first reading of Ordinance 2024-03: Permitting Attached Single-family Residential in the Resort Facilities Medium Zoning District and Adjusting Subdivision Lot Coverage Standards

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CITY'S LAND DEVELOPMENT CODE DIVISION 14 – RFM RESORT FACILITIES MEDIUM DISTRICT, SECTION 14.2. – PERMITTED PRINCIPAL USES AND STRUCTURES, AND DIVISION 24 – SUBDIVISIONS, SECTION 24.9. – DEVELOPMENT AND SUBDIVISION OF SINGLE-FAMILY ATTACHED DWELLINGS; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

This ordinance contains the modifying language applied under Land Development Code Text Change 24041.

Open the public hearing. Close the public hearing after public comment.

7. Items for Discussion

8. City Clerk, City Manager, City Attorney and City Commission Reports

9. 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.

PUBLIC COMMENT INSTRUCTIONS FOR THOSE NOT PHYSICALLY PRESENT:

The City has made accommodations for those who cannot be physically present or do not feel comfortable appearing in person. If a member of the public would like to provide comments for the meetings, they may do so in the following ways:

- Email the City Clerk by 12:00 p.m. on the day of the meeting at cityclerk@stpetebeach.org
- Leave a voicemail message by calling **727.363.9225** by 12:00 p.m. the day of the meeting
- Upload or submit a video or audio file online by 12:00 p.m. the day of the meeting at <https://www.stpetebeach.org/PublicComment>

In your three (3) minute or less comment, please be sure to include your name and address for the record.

The public is cordially invited to attend this meeting.

All agenda material is available for review at City Hall or www.stpetebeach.org.

**CITY COMMISSION MEETING
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COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Development Moratoria and Planning in Progress

Action Request: None - for discussion purposes.

Strategic Objective: Long range planning

Date: September 23, 2024

Prepared By: Susan Trevarthen

Through: Frances Robustelli, City Manager

Summary of Issue: Discussion with Susan Trevarthen, Partner with Weiss Serota Helfman Cole + Bierman, regarding development moratoria and planning-in-progress stays on development within the context of comprehensive planning.

Funding: N/A

Attachments:

**CITY COMMISSION MEETING
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Agenda Report

Agenda Title Name: Gulf Boulevard Utility Undergrounding Program Report

Action Request:

Strategic Objective:

Date: September 23, 2024

Prepared By: Mike Clarke, Public Works Director

Through: Frances Robustelli, City Manager

Summary of Issue: 2024 Program summary and charter for the Gulf Blvd Utility Under-grounding program.

Funding:

Attachments:

1. Gulf Underground Program 9-9-24
2. Program Charter 9-6-24
3. Funding Approval History



Gulf Boulevard Utility Undergrounding Project Updates 2024

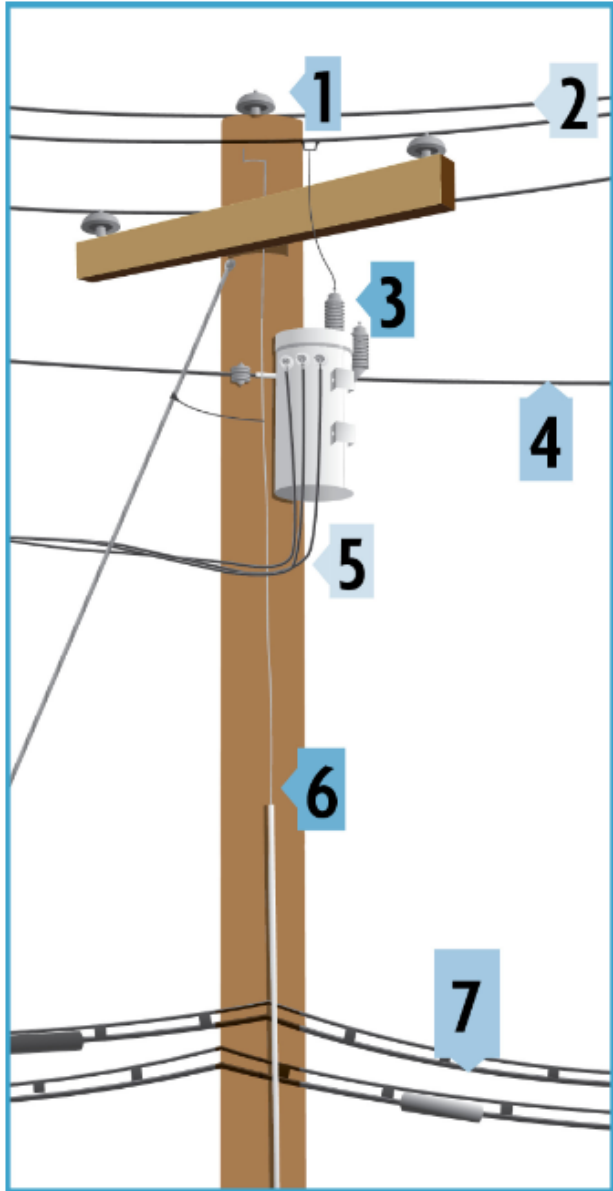


Background – Scope of Project

- Gulf Boulevard Beautification, Improved Resiliency and Reliability
- Undergrounding of the Electric Power, Streetlights, and Communications Facilities
- (3) Phases
 - Phase I: 75th Ave – 55th Ave (20 blocks E&W)
 - Phase IIA: 55th Ave – 45th Ave (10 blocks E&W)
 - Phase IIB: 45th Ave – 35th Ave (10 blocks E&W)
- (4) Sequential Sub Phases
 - Underground Construction
 - Cabling & Equipment Installation
 - Energization & Service Connections
 - Removal & Restoration

Scoping Breakdown By Phases (PHI figures may change)

Description	Phase I - Actuals	Phase IIA - Designed	Phase IIB - Designed
Phase Limits (City Blocks)	75 – 55 (20)	55 – 45 (10)	45 – 35 (10)
Reclosers	-	1	0
3-Phase Power Transformers	5	5	6
1-Phase Power Transformers	6	13	6
Switchgear	10	12	7
Capacitor Bank	3	2	0
Pedestals (*PHI includes Pull Boxes)	85	19	8
Large Pull Boxes	*	4	8
Small Pull Boxes	*	34	24
Direction Boring	30,000 ft	38,000 ft	35,000 ft
Trenching	5,000 ft	4,000 ft	4,000 ft
FDOT Restoration	4 blocks	20 blocks	20 blocks



1. **INSULATORS** prevent energized wires from contacting other wires and the pole.
2. **PRIMARY POWER WIRES** carry distribution power at 3K to 12K volts.
3. **SURGE ARRESTORS** protect the equipment such as transformers from lighting strikes.
4. **NEUTRAL WIRE** acts as a line back to the substation and is tied to the ground balancing the circuit.
5. **POWER EQUIPMENT & SECONDARY SERVICE DROP** equipment such as switchgear, capacitors, and transformers with secondary service drops make up the circuit design.
6. **GROUND WIRE** connects to the neutral wire to complete the circuit inside the transformer and provides a safe path to ground for lightning.
7. **COMMUNICATIONS WIRES** are the lowest lines and carry communications services.

1



Secondary Pedestal

Typical Dimensions of Device
Length = 18"
Width = 14"
Height = 18"

2



Spectrum Pedestal

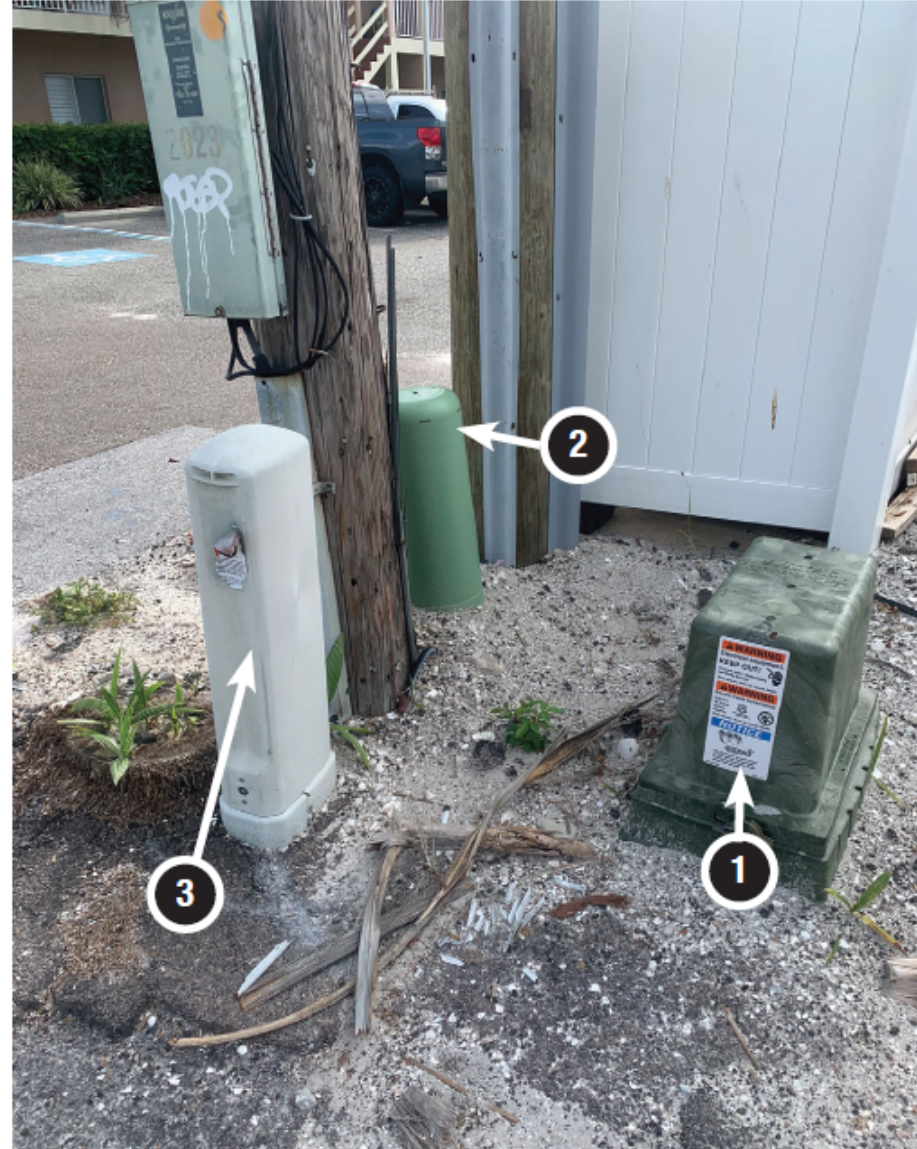
Typical Dimensions of Device
Diameter = 10"
Height = 22"

3



Frontier Pedestal

Typical Dimensions of Device
Diameter = 8"
Width = 6"
Height = 24"





Single Phase Transformer

Typical Dimensions of Device

Length = 30"

Width = 32"

Height = 24"

Typical Concrete Foundation Dimensions

40" x 45"





Three Phase Transformer

Typical Dimensions of Device

Length = 66" to 96"

Width = 46" to 88"

Height = 69" to 87"

Typical Concrete Foundation Dimensions

from 66" x 82" to 98" x 104"



Switch Gear

Typical Dimensions of Device

Length = 111"

Width = 65"

Height = 41"

Typical Concrete Foundation Dimensions

117" x 80"





Capacitor Bank

Typical Dimensions of Device

Length = 57"

Width = 47.5"

Height = 72"

Typical Concrete Foundation Dimensions

69" x 72.5"



Underground Small Pullbox

Typical Dimensions of Device

Length = 58"

Width = 40"

Depth Below Grade = 24"





Large Pullbox

Typical Dimensions of Device

Length = 58"

Width = 88"

Depth Below Grade = 60"



Spectrum Node

Typical Dimensions of Device

Length = 14"

Width = 32"

Height = 24"







Budget Sheet from 2020

	<u>Phase I</u>	<u>Phase II 45th to 55th</u>	<u>Phase II 35th to 45th</u>	<u>Total</u>
Design of construction activities	\$570,320	\$350,000		\$920,320
Program Management	\$43,866	\$50,000		\$93,866
Duke Binding Cost estimate	\$2,121,314	\$3,610,643	\$1,800,000	\$7,531,957
Duke BCE lighting	\$175,000	\$150,000		\$325,000
Frontier Binding Cost Estimate	\$0	\$100,000		\$100,000
Spectrum Binding Cost estimate	\$53,512	\$200,000		\$253,512
City Construction Cost				\$0
General contract	\$2,044,830	\$1,100,000	\$1,100,000	\$4,244,830
Contract contingency	\$250,000	\$200,000		\$450,000
Construction, Oversight Contingency	\$84,500	\$50,000	\$50,000	\$184,500
Total	\$5,343,342	\$5,810,643	\$2,950,000	\$14,103,985
Numbers in green are contractual				
Revenue Penny III	\$5,746,260			\$5,746,260
City of St Pete Beach contribution			\$371,280	\$371,280
Penny IV		\$7,986,445	\$0	\$7,986,445
Total	\$5,746,260	\$7,986,445	\$371,280	\$14,103,985
Net of revenue and expenses	\$402,918	\$2,175,802	-\$2,578,720	\$0
Previously committed				
Part of current approval				
Future commitments				



Budget Breakdown By Phase 2020

Description	Phase I	Phase IIA	Phase IIB
Duke Energy Distribution Power	\$ 2,121,314.00	\$ 3,610,643.00	\$ 1,800,000.00
Duke Energy Streetlighting	\$ 175,000.00	\$ 150,000.00	\$ 0.00
Communications	\$ 53,512.00	\$ 300,000.00	\$ 0.00
UG Design (EOR)	\$ 570,320.00	\$ 350,000.00	\$ 0.00
UG Construction	\$ 2,294,830.00	\$ 1,300,000.00	\$ 1,100,000.00
UG Construction Oversight	\$ 84,500.00	\$ 50,000.00	\$ 50,000.00
Pump Station Reconfiguration	\$ 0.00	\$ 0.00	\$ 0.00
Project Management (Alpha)	\$ 43,866.00	\$50,000.00	\$ 0.00
EOR Review	\$ 0.00	\$ 0.00	\$ 0.00
Cost By Phase	\$ 5,343,342.00	\$ 5,810,643.00	\$ 2,950,000.00

Program total budget in the 2020 forecast was \$ 14,103,985.00



Budget/Actual Breakdown By Phase 2024

Description	Phase I - Actuals	Phase IIA - Designed	Phase IIB - Designed
Duke Energy Distribution Power	\$2,131,690.10	\$3,610,642.46	\$2,079,082.85
Duke Energy Streetlighting	\$248,106.39	\$261,281.67	\$159,304.05
Communications	\$66,938.81	\$133,966.04	\$120,000.00
UG Design (EOR)	\$744,820.00	\$740,496.00	N/A
UG Construction	\$2,758,571.20	\$3,900,000.00	\$3,595,690.00
UG Construction Oversight	-	\$209,907.00	\$209,907.00
Pump Station Reconfiguration	\$87,352.00	N/A	N/A
Project Management (Alpha)	\$61,628.03	\$21,000.00	N/A
Cost By Phase	\$ 6,112,401.18	\$ 8,877,293.17	\$ 6,163,983.90

Program total budget in the 2024 forecast is \$ 21,153,678.20



Phase I: 2020 Budget Vs. Actuals

Task	2020 Budget	Actual Costs	Difference	%
Design, EOR Services, and Permitting, Const Oversight	\$ 654,820.00	\$ 744,820.00	(\$ 90,000.00)	14%
Distribution Power Utility Design & Construction	\$ 2,121,314.00	\$ 2,131,690.10	(\$ 10,376.10)	.5%
Streetlighting Utility Design & Construction	\$ 175,000.00	\$ 248,106.39	(\$ 73,106.39)	42%
Communications Utility Design & Construction	\$ 53,512.00	\$ 66,938.81	(\$ 13,426.81)	25%
Underground Infrastructure Construction	\$ 2,294,830.00	\$ 2,758,571.20	(\$ 463,741.20)	20%
Project Management	\$ 43,866.00	\$ 61,628.03	(\$ 17,762.00)	40%
Pump Station Conversion	\$ 0.00	\$ 87,352.00	(\$ 87,352.00)	100%
EOR Review*	\$ 0.00	\$ 13,294.65	(\$ 13,294.65)	100%
	\$ 5,343,342.00	\$ 6,112,401.18	(\$ 769,059.18)	14%

* City Manager commissioned a review of CPWG work by Kimley-Horn that was not in the budget



Phase IIA: 2020 Budget Vs. Binding Cost Estimates

Task	2020 Budget	2024 BCE	Difference	%
Design, EOR Services, and Permitting	\$ 350,000.00	\$ 740,496.00	(\$ 390,496.00)	112%
Distribution Power Utility Design & Construction	\$ 3,610,643.00	\$ 3,610,642.46	\$ 0.46	0%
Streetlighting Utility Design & Construction	\$ 150,000.00	\$ 261,281.67	(\$ 111,281.67)	74%
Communications Utility Design & Construction	\$ 300,000.00	\$ 133,966.04	\$ 166,033.96	55%
Underground Infrastructure Construction	\$ 1,300,000.00	\$ 3,900,000.00	(\$ 2,600,000.00)	200%
Project Management	\$ 50,000.00	\$ 21,000.00	\$ 29,000.00	58%
Construction Oversight	\$50,000.00	\$ 209,907.00	(\$ 159,907.00)	320%
	\$ 5,810,643.00	\$ 8,877,293.17	(\$3,066,650.17)	53%



Phase IIB: 2020 Budget Vs. Budgetary Estimates

Task	2020 Budget	2024 BE	Difference	%
Design, EOR Services, and Permitting	\$ 0.00	\$ 0.00	\$ 0.00	-
Distribution Power Utility Design & Construction	\$ 1,800,000.00	\$ 2,079,082.85	(\$ 279,082.85)	15%
Streetlighting Utility Design & Construction	\$ 0.00	\$ 159,304.05	(\$ 159,304.05)	100%
Communications Utility Design & Construction	\$ 0.00	\$ 120,000.00	(\$ 120,000.00)	100%
Underground Infrastructure Construction	\$ 1,100,000.00	\$ 3,595,690.00	(\$ 2,495,690.00)	226%
Project Management	\$ 0.00	\$ 0.00	\$ 0.00	-
Construction Oversight	\$ 50,000.00	\$ 209,907.00	(\$ 159,907.00)	320%
	\$ 2,950,000.00	\$ 6,163,983.90	(\$ 3,213,983.90)	109%



2020 Budget Vs. 2024 Budget Summary

Phase	2020 Budget	2024 Budget	Difference	%
Phase I: 75 th – 55 th	\$ 5,343,342.00	\$ 6,112,401.18	(\$ 769,059.18)	14%
Phase IIA: 55 th – 45 th	\$ 5,810,643.00	\$ 8,877,293.17	(\$ 3,066,650.17)	53%
Phase IIB: 45 th – 35 th	\$ 2,950,000.00	\$ 6,163,983.90	(\$ 3,213,983.90)	109%
PROGRAM	\$ 14,103,985.00	\$ 21,153,687.20	(\$ 7,049,693.25)	50%

Budget Increase Drivers

- 2020 Budget Forecasts were significantly underestimated for Phase II
- The original Design / Build approach was changed to Design / Bid / Build
- A shift from self performing work under statute F.A.C 25-6.064 to Duke performed work
- Time delays in approval of estimates resulted in base rate increases with the Utilities
- Supply Chain costs increased significantly between 2020 and 2024



Funding & Cash Flow Summary

Funding Source	Funding
Penny III Pinellas	\$ 5,746,260.00
Penny IV Pinellas	\$ 7,998,277.00
City 301-5310	\$ 560,802.50
City FY25 301-0047	\$ 800,000.00
Total Funding	\$ 15,105,339.50

Project Phase	Budget	Funding Balance
		\$ 15,105,339.50
Phase I: 75 th – 55 th	\$ 6,112,401.18	\$ 8,992,938.32
Phase IIA: 55 th – 45 th	\$ 8,877,293.17	\$ 115,645.15
Phase IIB: 45 th – 35 th	\$ 6,163,983.90	\$ - 6,048,338.75

Funding Balance is the remaining funding after each Phase



ST-002 Gulf Boulevard Utility Undergrounding

Electric Power, Streetlights, and Communications

Program Charter

	Update Description	Issued By	Issue Date
0	Initial Issue of Program Charter	Mike Clarke	
1			
2			

INTRODUCTION

Throughout most of St. Pete Beach the electric power, streetlights, and communications are via an ariel network of poles and lines. The ariel networks are specifically susceptible to damage from high winds, impacting reliability regularly. St. Pete Beach being a barrier island is prone to storms with high winds, rain, and flooding.

The Electric Power, Streetlights, and Communications Utility Undergrounding program focuses on projects that convert the ariel networks along Gulf Boulevard to underground networks with ground level equipment that is water rated. These conversions combined with strategic engineering of the underground network will improve both reliability and resiliency as well as providing significant beautification of the island.

The preferred location of the equipment installed is in the City ROW, however there are many easements being acquired where necessary to install the equipment as there is no available underground or ground level space for the utilities.

SHAREHOLDERS

Shareholders include anyone that is impacted by the project itself or its resulting product. The identified stakeholders for this program include:

1. City of St. Pete Beach Residents, Business Owners, and Guests
2. City of St. Pete Beach Commission
3. City of St. Pete Beach Staff
Sponsor: Mike Clarke, Director of Public Works
4. Duke Energy Distribution
5. Duke Energy Lighting
6. Spectrum Communications
7. Frontier Communications
8. FDOT – Florida Department of Transportation
9. Consultants
Kimley-Horn
CPWG
10. Contractors
Hypower

COMMUNICATIONS

City Web Site

The Project team shall provide regular communications via the city website with the best information we have monthly for all projects in the program once they have been approved and funded.

Bi-weekly construction zones will be posted on the city website alerting the public of where construction is taking place at the current time.

Door Hangers & Resident Meetings

Residents and business owners that are directly impacted by the construction will receive notification by way of a door hanger or face to face meeting before construction start with an expected duration and detour, temporary ingress, and egress plans.

Progress Reports

The Project Manager shall create project reports from the Public Works Project Tracking Tool for all projects from initiation through archival monthly and upon request. Charter updates will be done on a quarterly basis and financial reporting will be pulled from Central Square upon request.

RISKS

The primary risks around the underground projects are funding and easements. Undergrounding electric utilities is an expensive undertaking and in several of the projects there is no ability to put the utilities underground without easements for equipment and underground cable.

Each projects planning period will include a detailed risk registry that tracks all risks to successful completion and Notice to Proceed (NTP) will be issued once the funding is secured and mitigation plans are in place for any easements that cannot be acquired.

FUNDING

The funding for these projects comes from multiple locations and is specific to each project. The different funding sources for the City of St. Pete Beach undergrounding program include:

Capital Improvement Budget

Those projects that receive Capital Improvement Budget dollars follow the standard city process for consideration, budgeting, and commission approvals.

Penny for Pinellas 1 cent Sales Tax

Some of the undergrounding projects received funding from the Penny for Pinellas sales tax that is managed by the City finance team. The projects receiving those funds follow the standard city process for consideration, budgeting, and commission approvals.

Grants

The electric utility undergrounding projects do qualify for different grants that city staff has submitted for. Currently, we have not yet received any grant funding for the city undergrounding.

PROGRAM FUNDING

The 2024 budget is the current budget and a combination of actual costs and estimates to execute the project. Detailed breakout of all expenses under each of the vendor services is available within Central Square, Laserfiche, and Public Works records.

PROGRAM FUNDING OVERVIEW

Funding	
Penny for Pinellas III	\$5,746,260.00
Penny for Pinellas IV	\$7,998,277.00
GL-301-5310 (FY17)	\$560,802.50
FY25 301-0047 (FY25)	\$800,000.00
Total Funding	\$15,105,339.50

Scope Item	Vendor	Phase I 75th - 55th	Phase IIA 55th - 45th	Phase IIB 45th - 35th
PH1 Engineering Consulting Services: Design, Easements, Construction Oversight, Drawings	CPWG	\$660,320.00	\$0.00	N/A
Duke Energy Distribution Power	Duke Energy	\$2,131,690.10	\$3,610,642.46	\$2,079,082.85
Duke Energy Street Lighting	Duke Energy	\$248,106.39	\$261,281.67	\$159,304.05
Underground Construction Services	Hypower	2,758,571.20	\$3,900,000.00	\$3,595,690.00
Communications Facilities: Spectrum	Spectrum	\$66,938.81	\$121,460.15	\$120,000.00
Communications Facilities: Frontier	Frontier	\$0.00	\$12,505.89	\$0.00
Project Management Services	Alpha	\$61,628.03	\$21,000.00	\$0.00
PHI Assessment of CPWG Work Product	Kimley- Horn	\$13,294.65	\$0.00	\$0.00
PHII Engineering Consulting Services: Design, Easements, Drawings	Kimley- Horn	\$0.00	\$740,496.00	\$0.00
PHII Construction Oversight	Kimley- Horn	\$84,500.00	\$209,907.00	\$209,907.00
Pump Station Reconfiguration	Xylem / KH	\$87,352.00	\$0.00	\$0.00
Descriptive Easement Survey's	TBD	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Sub Totals		\$6,112,401.18	\$8,877,293.17	\$6,163,983.90

ST-002-01 GULF BOULEVARD UTILITY UNDERGROUNDING PHASE I

Construction – In Process

SCOPE

Phase I of the utility undergrounding project extends from 75th Ave to 55th Ave, on both the west and east sides of Gulf Boulevard, and includes all ariel power distribution, streetlights, and communications utilities.

This phase of the program used CPWG as the engineer or record (EOR) under a CCNA contract and Hypower Construction for underground construction after a competitive bid process. All the cable and equipment work is done by the perspective utilities: Duke Energy, Duke Lighting, Spectrum Communications, and Frontier Communications.

CONSTRUCTION STATUS

- Underground Construction: (Hypower) 95% complete
- Streetlights: (Duke Lighting) 50% complete
- Distribution Power: (Duke Energy) 40% complete
- Communications: (Spectrum) 50% complete
- Final Completion scheduled for first quarter of the calendar year 2025

FINANCIALS STATUS

Phase I funding:

Penny For Pinellas III – Pinellas County	\$ 5,746,260.00
City Funded: 301-5310 & 301-5601	<u>\$ 560,802.50</u>
Total Phase I Project Funding	\$ 6,307,062.50
Phase I Total Cost (PO or Paid)	\$ 6,112,401.18
(As of 8-19-24)	
PHI Invoiced	\$ 5,840,681.13
PH I Encumbered	<u>\$ 271,720.05</u>
	\$ 6,112,401.18

Funding to roll to Phase IIA & Phase IIB of the project **\$194,661.32**

ST-002-02 GULF BOULEVARD UTILITY UNDERGROUNDING PHASE IIA

Design – In Process

SCOPE

Phase IIA of the utility undergrounding project extends from 55th Ave to 45th Ave, on both the west and east sides of Gulf Boulevard, and includes all ariel power distribution, streetlights, and communications utilities. Phase IIA also includes all design work for Phase II including Phase IIB, in addition of having significantly greater utility facilities to install in this phase the cost of the work is the highest of the three Gulf Boulevard Utility Undergrounding phases.

This phase of the program used Kimley-Horn as the engineer or record (EOR) under a CCNA contract and has not yet selected the underground construction vendor. All the cable and equipment work is done by the perspective utilities: Duke Energy, Duke Lighting, Spectrum Communications, and Frontier Communications.

DESIGN STATUS

The design for Phase IIA is 100% and being prepared to go out for a competitive bid. The current Opinion of Probably Cost (OPC) is set at \$ 3,900,000.00 until the bids are received.

FINANCIALS STATUS

Phase IIA funding:

Penny For Pinellas III (balance) – Pinellas County	\$ 194,661.32
Penny For Pinellas IV – Pinellas County	\$ 7,998,277.00
City Funded: 301-0047 (FY25)	<u>\$ 800,000.00</u>
Total Project Funding	\$ 8,992,938.32
Phase IIA Total Cost	\$ 8,877,293.17
(As of 8-19-24)	
PHIIA Invoiced	\$ 4,282,496.15
PHIIA Encumbered	\$ 102,148.20
Unencumbered PHIIA Scope	<u>\$ 4,492,648.82</u>
	\$ 8,877,293.17

Funding Balance after Phase IIA of the project **\$ 115,645.15.**

ST-002-04 GULF BOULEVARD UTILITY UNDERGROUNDING PHASE IIB

Design – In Process (funded under Phase IIA)

SCOPE

Phase IIB of the utility undergrounding project extends from 45th Ave to 35th Ave, on both the west and east sides of Gulf Boulevard, and includes all ariel power distribution, streetlights, and communications utilities. Phase IIB does not include design work, all design for Phase II including Phase IIB was done in Phase IIA.

This phase of the program used Kimley-Horn as the engineer or record (EOR) under a CCNA contract and has not yet selected the underground construction vendor. All the cable and equipment work is done by the perspective utilities: Duke Energy, Duke Lighting, Spectrum Communications, and Frontier Communications.

DESIGN STATUS

The design for Phase IIB is at 60%. The current Opinion of Probably Cost (OPC) for construction is set at \$ 3,595,690.00.

FINANCIALS STATUS

Phase IIB is unfunded as of 7-25-24. Public Works is looking for potential grants and additional Penny for Pinellas funding. The shortfall for moving forward for this project is \$6,085,433.37.

Phase IIB funding:

Penny For Pinellas III (balance) – Pinellas County	\$ 115,645.15
Total Project Funding	\$ 115,645.15
Phase IIB Total Cost	\$ 6,163,983.90
Funding Balance after Phase IIA of the project	\$ -6,048,338.75

Appendix A: Cash Flow Summary as of 8-19-24

Vendor ID	PO#	Vendor	PH	Description	PO Date	P.O. Amount		Invoiced	Balance	State
						301-0047	301/5601-5310			
V004071	P002301	CPWG	I	Gulf Blvd UG PHI - Eng of Record	09/27/17	\$0.00	\$538,900.00	\$526,655.76	\$12,244.24	Open
V004071	P003193	CPWG	I	Gulf Blvd UG PHI - Const Drawings	04/15/20	\$99,900.00	\$0.00	\$99,900.00	\$0.00	Closed
V004071	P003250	CPWG	I	Gulf Blvd PHI - Addendum	06/10/20	\$106,020.00	\$0.00	\$106,020.00	\$0.00	Closed
V004177	P003400	KH	I	PHI Review - Task 2	10/23/20	\$15,116.40	\$0.00	\$13,294.65	\$0.00	Closed
V004873	P003402	Alpha	I	Gulf Blvd PHI - PM	10/23/20	\$25,000.00	\$0.00	\$24,988.03	\$0.00	Closed
V000501	P003420	Duke	I	Engineering Fee	11/02/20	\$10,376.00	\$0.00	\$10,376.00	\$0.00	Closed
V004873	P003482	Alpha	I	Gulf Blvd PHI - PM	02/01/21	\$36,640.00	\$0.00	\$36,640.00	\$0.00	Closed
		Duke	I	Power UG 75-55	04/08/21	\$2,121,314.10	\$0.00	\$2,121,314.10	\$0.00	N/A
V004929		Spectrum	I	Comm UG PHI	04/27/21	\$53,513.56	\$0.00	\$53,513.56	\$0.00	N/A
V004957	P003664	Hypower	I	UG Construction PHI	08/13/21	\$2,758,571.20	\$0.00	\$2,586,447.39	\$172,123.81	Open
V004972	P003928	Duke	I	Streetlights 75-55	05/25/22	\$215,886.77	\$0.00	\$215,886.77	\$0.00	Closed
V004972	P003978	Duke	I	Streetlight Conduit	08/19/22	\$13,574.23	\$0.00	\$13,574.23	\$0.00	Closed
V004929	P004231	Spectrum	I	Comm UG C/O 55-75	04/24/23	\$13,425.25	\$0.00	\$13,425.25	\$0.00	Closed
V004253	P004275	Xylem	I	Pump Station Reconfig	07/26/23	\$87,352.00	\$0.00	\$0.00	\$87,352.00	Open
V004972	P004348	Duke	I	PHI Streetlight FDOT Redesign	10/17/23	\$18,645.39	\$0.00	\$18,645.39	\$0.00	Closed
V004071		CPWG	I	CO 1 - Phase I		\$0.00	\$21,902.50	\$0.00	\$0.00	Pending
V004873	P003539	Alpha	II	Gulf Blvd PHII	03/29/21	\$24,980.00	\$0.00	\$21,000.00	\$0.00	Closed
V004177	P003808	KH	II	Gulf Blvd PHII - Eng of Record	12/09/21	\$713,035.00	\$0.00	\$614,519.55	\$98,515.45	Open
V004177	P003879	KH	II	Gulf Blvd PHII - Easement Support	03/22/22	\$23,206.00	\$0.00	\$19,573.25	\$3,632.75	Open
V004177	P003918	KH	II	Gulf Blvd PHII	05/12/22	\$4,255.00	\$0.00	\$4,255.00	\$0.00	Closed
V005051	P003968	Frontier	II	Communications- 55 to 35	08/04/22	\$12,505.89	\$0.00	\$12,505.89	\$0.00	Closed
		Duke	IIA	Power UG 55-45	09/27/21	\$3,610,642.46	\$0.00	\$3,610,642.46	\$0.00	N/A
						\$9,963,959.25	\$560,802.50	\$10,123,177.28	\$373,868.25	
						\$10,524,761.75		\$10,497,045.53		

Appendix B: Budget Reconciliation

The 2020 budget is what was used to establish funding for the project initially, the 2024 program budget is what was established once the project was sent to Public Works to manage, 4th quarter 2022.

Activity	Vendor	2020 Budget	2024 Budget	Difference	%
Design	CPWG	\$ 654,820.00	\$ 744,820.00	(\$ 90,000.00)	14%
Distribution Power	Duke Energy	\$ 2,121,314.00	\$ 2,131,690.10	(\$ 10,376.10)	.5%
Streetlighting	Duke Lighting	\$ 175,000.00	\$ 248,106.39	(\$ 73,106.39)	42%
Communications	Spectrum	\$ 53,512.00	\$ 66,938.81	(\$ 13,426.81)	25%
Underground Construction	Hypower Inc.	\$ 2,294,830.00	\$ 2,758,571.20	(\$ 463,741.20)	20%
Project Management	Alpha Corp	\$ 43,866.00	\$ 61,628.00	(\$ 17,762.00)	40%
PS18 Conversion	Xylem	\$ 0.00	\$ 87,352.00	(\$ 87,352.00)	100 %
EOR Review	Kimley-Horn	\$ 0.00	\$ 13,294.65	(\$ 13,294.65)	100 %
Total Difference		\$ 5,343,342.00	\$ 6,112,401.18	(\$ 769,059.18)	14%
PHASE IIA					
Activity	Vendor	2020 Budget	2024 Budget	Difference	%
Design	Kimley-Horn	\$ 350,000.00	\$ 740,496.00	(\$ 390,496.00)	112 %
*Distribution Power	Duke Energy	\$ 3,610,643.00	\$ 3,610,642.46	\$.46	0%
Streetlighting	Duke Lighting	\$ 150,000.00	\$ 261,281.67	(\$ 111,281.67)	74%
Communications	Spectrum	\$ 300,000.00	\$ 133,966.04	\$ 166,033.96	55%
Underground Construction	TBD	\$ 1,300,000.00	\$ 3,900,000.00	(\$ 2,600,000.00)	200 %
Project Management	Alpha Corp	\$ 50,000.00	\$ 21,000.00	\$ 29,000.00	58%
EOR Const Spt	Kimley-Horn	\$ 50,000.00	\$ 209,907.00	(\$ 159,907.00)	320 %
Total Difference		\$ 5,810,643.00	\$ 8,877,293.17	(\$ 3,066,650.17)	53%
PHASE IIB					
Activity	Vendor	2020 Budget	2024 Budget	Difference	%
EOR Const Spt	Kimley-Horn	\$ 50,000.00	\$ 209,907.00	(\$ 159,907.00)	320 %
Distribution Power	Duke Energy	\$ 1,800,000.00	\$ 2,079,082.85	(\$ 279,082.85)	15%
Streetlighting	Duke Lighting	\$ 0.00	\$ 159,304.05	(\$ 159,304.50)	100 %
Communications	Spectrum	\$ 0.00	\$ 120,000.00	(\$ 120,000.00)	100 %
Underground Construction	TBD	\$ 1,100,000.00	\$ 3,595,690.00	(\$ 2,495,690.00)	226 %
Total Difference		\$ 2,950,000.00	\$ 6,613,983.90	(\$ 3,213,983.90)	109 %

2020 Budget Forecast shortfall vs. the 2024 Budget for the program is **\$ 7,049,693.25**

Funding Approval History

9-26-17 Commission Meeting

Action Item c) Approve the proposal from Crib Philbeck Weaver Group in the amount of \$538,900.00 to perform the engineering design to place underground the overhead electrical and related utilities along sections of Gulf Blvd.

The motion was unanimously approved and P.O. P002301 was issued on 9-27-24 for **\$538,900.00** for the design of the Gulf Boulevard Utility Undergrounding Phase I.

4-14-20 Commission Meeting

Consent Item c) Request approval of the First Addendum to Undergrounding of Public Utilities Agreement with Cribb Philbeck Weaver Group, Inc. In the amount of \$ 99,900.00 for Gul Boulevard Undergrounding.

The motion to accept consent item was approved 4-0 and P.O. P003193 was issued on 4-15-20 for **\$99,900.00** for the Construction Drawings of the Gulf Boulevard Utility Undergrounding Phase I.

6-9-20 Commission Meeting

Action Item a) Request approval of the Second Addendum to Undergrounding of Public Utilities Agreement with Cribb Philbeck Weaver Group, Inc., in the amount of \$106,020.00 for Gulf Boulevard Undergrounding Work Order #4.

The motion to accept the action item was unanimously approved and P.O. P003250 was issued on 6-10-20 for **\$106,020.00** for the design of streetlighting circuits of the Gulf Boulevard Utility Undergrounding Phase I.

10-23-20 City Manager Purchase Order Approval

- Kimley Horn Task 2 EOR Review Gulf Blvd Utility Undergrounding PH1 in the amount of **\$ 15,116.40**
- Alpha Corp. PM Services for Gulf Blvd Utility Undergrounding Program in the amount of **\$ 25,000.00**

11-2-20 City Manager Purchase Order Approval

- Duke Energy Engineering Fee for Gulf Blvd Utility Undergrounding PH1 in the amount of **\$ 10,376.40**

1-26-21 Commission Meeting

Consent Item c) Program Management for Electrical Undergrounding Project

The motion to accept the consent item was unanimously approved and P.O. P003482 was issued on 2-1-21 for **\$36,640.00** for the Program Management of the Gulf Boulevard Utility Undergrounding Phase I.

3-9-21 Commission Meeting

Action Item c) Binding Cost Estimate for Electrical Undergrounding Project with Duke Energy.

The motion to accept the action item was unanimously approved and a payment in the amount of **\$2,121,314.10** was made to Duke Energy Florida on 4-8-21 for the Electric Distribution Power Utility construction, and removals of the Gulf Boulevard Utility Undergrounding Phase I.

3-29-21 City Manager Purchase Order Approval

- Alpha Corp. PM Services for Gulf Blvd Utility Undergrounding Program PH II in the amount of **\$ 24,980.00**

4-13-21 Commission Meeting

Consent Item d) Cost Estimate for Electrical Undergrounding Project with Charter Spectrum

The motion to accept the consent item was unanimously approved and a payment in the amount of **\$53,513.56** was made to Charter Spectrum on 4-27-21 for the Communications Utility construction, and removals of the Gulf Boulevard Utility Undergrounding Phase I.

8-10-21 Commission Meeting

Action Item b) Gulf Blvd Undergrounding Phase I Construction Award in the amount of \$2,294,830.17

The motion to accept the action item was unanimously approved and P.O. P003664 was issued on 8-13-21 in the amount of **\$2,294,830.17** for the underground construction of the Gulf Boulevard Utility Undergrounding Phase I.

9-13-21 Commission Meeting

Action Item b) Binding Cost Estimate for 55th to 45th Electrical Undergrounding Phase II Project with Duke Energy.

The motion to accept the action item was unanimously approved and a payment in the amount of **\$3,610,642.46** was made on 9-27-21 for the design of the Gulf Boulevard Utility Undergrounding Phase IIA.

12-9-21 Commission Meeting

Consent Item b) Kimley-Horn Design of Phase II Utility Undergrounding Project Task Order

The motion to accept the consent item was unanimously approved and P.O. P003808 was issued on 12-9-21 in the amount of **\$713,035.00** for the design of the Gulf Boulevard Utility Undergrounding Phase II.

3-22-22 City Manager Purchase Order Approval

- Kimley-Horn Easement Support for Gulf Blvd Utility Undergrounding PHII in the amount of **\$ 23,206.00**

5-12-22 City Manager Purchase Order Approval

- Kimley-Horn Change Order for Gulf Blvd Utility Undergrounding PHII in the amount of **\$ 4,255.00**

5-24-22 Commission Meeting

Consent Item b) Gulf Blvd Undergrounding Ph 1 Duke Streetlight Conversion

The motion to accept the consent item was unanimously approved and P.O. P003928 was issued on 5-25-22 in the amount of **\$ 215,886.77** for the underground wildlife friendly streetlights of the Gulf Boulevard Utility Undergrounding Phase I.

8-4-22 City Manager Purchase Order Approval

- Frontier Communications Comm Upgrade for Gulf Blvd Utility Undergrounding PHII in the amount of **\$ 12,505.89**

8-19-22 City Manager Purchase Order Approval

- Duke Energy Streetlight Conduit for Gulf Blvd Utility Underground PH1 in the amount of **\$ 13,574.23**

4-24-23 City Manager Purchase Order Approval

- Charter Spectrum Cost Increase for Gulf Blvd Utility Underground PH1 in the amount of **\$ 13,425.25**

7-25-23 Commission Meeting

Action Item c) Lift Station Underground Power Conversion

The motion to accept the action item was unanimously approved and P.O. P004275 was issued on 7-26-23 in the amount of **\$87,352.00** for the conversion of the power service for Pump Station 18 within Gulf Boulevard Phase I.

9-26-23 Commission Meeting

Action Item b) Gulf Blvd Underground Ph 1 Change Order 2

The motion to accept the action item was unanimously approved and Change Order 2 was executed in the amount of **\$263,741.03** from previously approved contingency funds and in the amount of \$200,00.00 for replenishment of the contingency for the balance of the underground construction of the Gulf Blvd Utility Undergrounding Phase I.

10-17-23 City Manager Purchase Order Approval

- Duke Energy FDOT Streetlights for Gulf Blvd Utility Undergrounding PH1 in the amount of **\$ 18,645.39**

1-9-24 Commission Meeting

- Action Item d) Gulf Boulevard Undergrounding Ph 1 Change Orders 4,5,6, and 7
- The motion to accept the action item was unanimously approved and Change Orders 4,5,6, and 7 in the amounts of 4-**\$ 22,522.90**, 5-**\$ 36,437.00**, 6-**\$ 57,741.33**, and 7-**\$ 52,110.74** from the previously approved contingency funds of \$200,00.00 for the underground construction of the Gulf Boulevard Utility Undergrounding Phase I.

DRAFT
City Commission Budget Meeting
September 9, 2024
6:00 p.m.

ELECTED OFFICIALS PRESENT:

Adrian Petrila, Mayor
Joe Moholland, Vice Mayor, Commissioner, District 4
Karen Marriott, Commissioner, District 1
Lisa Robinson, Commissioner, District 2
Betty Rzewnicki, Commissioner, District 3

STAFF PRESENT:

Matthew McConnell, Assistant City Attorney
Frances Robustelli, City Manager
Amber LaRowe, City Clerk
Andrew Laflin of Aclarian, Interim Finance Director

Mayor Petrila called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

1. APPROVAL OF THE AGENDA

Mayor Petrila requested that the check presentation by Linda Chaney be moved from tonight's regular business meeting (to convene upon the conclusion of this meeting) to the first presentation of this agenda.

Motion: Vice Mayor Moholland moved, Commissioner Marriott seconded, and the motion carried 5-0 to approve the September 9, 2024, City Commission Budget Agenda with the change.

2. AUDIENCE COMMENTS

Resident Vince Tormenia commented on the prior City Administration causing some of the City's current issues. He touched on stormwater issues and taxes and mentioned funds available to the City by the Southwest Florida Water Management District (SWFWMD).

Resident Karen Boyer mentioned her experiences with the City's Building Inspector, the rude behavior of this employee, and her current experience with the inability to use her bathroom.

Resident David Hubbard shared a recent fire event in his backyard and expressed his gratitude to the City's first responders for a response time of less than six minutes.

3. PRESENTATION

a. Linda Chaney Check Presentation

State Representative Linda Chaney presented a \$625,000 check from the State of Florida to help fund stormwater resiliency projects for the City of St. Pete Beach.

b. Historical Financial Overview & FY 2024 Budget Vs. Actual Analysis

Frances Robustelli, City Manager, mentioned the following changes that were made since the last budget discussion:

- Elimination of the Chief Operating Officer position
- Funding an Assistant City Manager position
 - This position will oversee the Library, facilities, parking management, and non-worker's comp

risk management

- Community Development will oversee planning and zoning, building, and code compliance
- Public Works will oversee transportation
- The Finance Department will be responsible for accounting, payroll, and general financial tasks

Andrew Laflin of Aclarian, LLC. gave a presentation to the City Commission; this presentation is part of the agenda packet. The presentation touched on:

- Inflows and outflows by fund, function, and division
- Fund balance and net position overview
- Cash & investment portfolio and investment earnings
- FY 2024 budget vs. actual comparison through 7/31/2024

The Commission discussed the reclaimed water line project; Mr. Laflin stated that the funding mentioned in the presentation is for the repair and maintenance of the transmission line and is unrelated to usage. The project that occurred requires the City to refund a portion of the cost to the County.

City Manager Robustelli mentioned that several fee studies are planned over the next fiscal year

4. ORDINANCES

a. First Reading and Public Hearing Ordinance 2024-04: Establishing the Millage for Fiscal Year 2025

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ESTABLISHING THE MILLAGE RATE FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

b. First Reading and Public Hearing Ordinance 2024-05: Adopting the Budget for Fiscal Year 2025

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ADOPTING THE BUDGET FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

Both Ordinance 2024-04 and 2024-05 were read in their entirety by the City Clerk.

Mr. Laflin briefly explained the millage and budget hearing process and reviewed the FY 2025 budget attached to Ordinance 2024-05 as Exhibit A.

Commissioner Rzewnicki requested a list of budgeted projects planned for District 3.

Vice Mayor Moholland discussed the cost the City incurs for having Freebee available. He expressed his opinions on the millage rate and would like the City to reduce it to 3.0093 mills.

Mr. Laflin informed the Commission that if the millage rate were reduced to 3.0093, the budget would need to be reduced by approximately \$412,000.

The Mayor opened public hearing for both Ordinance 2024-04 and 2024-05.

Resident BJ Lawson submitted a public comment video that was played into the record.

The following residents commented on keeping the budget as is, the Commission working towards tightening it up, and requesting a forensic audit be launched into the investigation of the prior City Administration:

- Claudine Reece
- Ruta Hance
- Dana Richardson

Resident Kathy Garchow commented on the current budget and the percentage of funds spent (as outlined in the agenda); she requested that the funds be used to the fullest if projects are funded.

After hearing no further public comment, Mayor Petrila closed the public hearing.

Discussion on reducing the millage rate:

Vice Mayor Moholland favored reducing the millage rate. Commissioner Rzewnicki favored keeping the millage where it is and taking a hard look at the budget to eliminate waste and make further reductions. Commissioner Marriott echoed the sentiments of Vice Mayor Moholland but agreed that at this time, the millage should remain with the Commission and staff reviewing the budget to make better use of the funds. Commissioner Robinson would like to see the millage rate reduced; however, she is fearful that it could cause the level of service for the residents to decrease and infrastructure to continue deteriorating. Mayor Petrila understands the views of Vice Mayor Moholland. Still, he would rather the Commission begin diving into the budget earlier so that a more concise use of the funds can be outlined with the hope of a millage rate reduction next fiscal year.

Motion: Commissioner Marriott moved, Commissioner Rzewnicki seconded, and the motion carried 4-1 to approve the first reading of Ordinance 2024-04. Vice Mayor Moholland voted no.

Motion: Commissioner Marriott moved, Commissioner Rzewnicki seconded, and the motion carried 4-1 to approve the first reading of Ordinance 2024-05. Vice Mayor Moholland voted no.

Mayor Petrila adjourned the meeting at 7:53 p.m.

MINUTES APPROVED:

AMBER LAROWE
CITY CLERK

ADRIAN PETRILA
MAYOR

DRAFT
City Commission Meeting
September 9, 2024
6:00 p.m.
(or as soon after the City's Budget Meeting)

ELECTED OFFICIALS PRESENT:

Adrian Petrilă, Mayor
Joe Moholland, Vice Mayor, Commissioner, District 4
Karen Marriott, Commissioner, District 1
Lisa Robinson, Commissioner, District 2
Betty Rzewnicki, Commissioner, District 3

STAFF PRESENT:

Matthew McConnell, Assistant City Attorney
Frances Robustelli, City Manager
Amber LaRowe, City Clerk
Brandon Berry, Senior Planner
Mike Clarke, Public Works Director
Andrew Laflin of Aclarian, Interim Finance Director

Mayor Petrilă called the meeting to order at 8:00 p.m., followed by the Pledge of Allegiance.

1. PRESENTATIONS

a. Representative Linda Chaney Check Presentation

This presentation was made during tonight's 6:00 p.m. budget meeting.

b. Tampa Bay Regional Planning Council Presentation of Services, Programs, and Model Shoreline Ordinance Template

Meghan Maraia Blancher, a coastal ecology specialist with the Tampa Bay Regional Planning Council (TBRPC), presented on TBRPC services, programs, and the model shoreline ordinance template. A copy of the presentation is included in the record.

2. APPROVAL OF THE AGENDA

Vice Mayor Moholland requested Consent Agenda Items b., c., and f. be moved as action items; these are now items 5.b., 5.c., and 5.d., respectively. He also requested an additional discussion item on pile driving; this was added as item 8.c.

Commissioner Robinson requested the following discussions be added:

- Standards for traffic concurrency; this was added as item 8.d.
- Special event permitting; this was added as item 8.e.
- Freebee: this was added as item 8.f.

Motion: **Vice Mayor Moholland moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to approve the September 9, 2024, City Commission Agenda with the changes.**

3. AUDIENCE COMMENTS

None.

4. CONSENT

- a. August 27, 2024, City Commission Meeting Minutes
- b. ~~Authorize the City Manager to execute an agreement with Caladesi Construction in the amount of \$128,873.94 for the replacement of the Don Vista Gallery Building HVAC system~~ moved to Action Item b.
- c. ~~Authorize the City Manager to execute an agreement in the amount of \$114,414.90 for the Don Vista Roof Replacement~~ moved to Action Item c.
- d. Authorize the City Manager to execute an agreement with Florida Parking Inc., DBA Yellow Dawg, for pavement construction on El Centro Street for the amount of \$58,879.00
- e. Emergency Medical Services Advanced Life Support (ALS) Agreement with Pinellas County EMS Authority
- f. ~~Authorize the City Manager to execute the change order with Halff Associates for the Belle Vista Drive Seawall Outfall Modifications project in the amount of \$10,074.98~~ moved to Action d.

Motion: Commissioner Marriott moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to approve the September 9, 2024, Consent Agenda with the amendments as outlined.

5. ACTION ITEMS

- a. **Approve a contract, timeline, and scope of services with Calvin, Giordano, and Associates, Inc. for Comprehensive Plan Development in the amount of \$156,800.00**

Luis N. Serna, AICP, and David Dixon, AICP of Calvin, Giordano, and Associates, Inc., presented to the City Commission on this project and its various phases. A copy of the presentation is part of the record. The timeline and public participation were discussed, and multiple public engagement methods were mentioned.

City Manager Robustelli informed the Commission that special counsel will present at the next meeting to discuss the possible moratorium.

Motion: Commissioner Rzewnicki moved, Commissioner Robinson seconded, and the motion carried 5-0 to approve a contract, timeline, and scope of services with Calvin, Giordano, and Association, Inc. for Comprehensive Plan Development in the amount of \$156,800.00.

- b. **Authorize the City Manager to execute an agreement with Caladesi Construction in the amount of \$128,873.94 for the replacement of the Don Vista Gallery Building HVAC System (moved from Consent)**

Vice Mayor Moholland reviewed the rental revenue for the Don Vista facility.

Attorney McConnell informed the Commission that the City was issued a Deed from the Federal Government in 1975 that outlines what this building can and cannot be used for. There is also a Memorandum of Understanding (MOU) for using the Suntan Art Center, which expires in 2025.

The Commission would like to know if the City can purchase this building from the Federal Government and if there are any Federal Grants for the HVAC and roof replacement (item c. below). This item and the next item were deferred to allow staff a few weeks to review the Federal Grant cycle, what grants are available, and the timeframe.

No action; this item was deferred.

c. Authorize the City Manager to execute an agreement in the amount of \$114,414.90 for the Don Vista Roof Replacement (moved from Consent)

Please review comments and discussion about this item during the above (item b.) discussion.

No action; this item was deferred.

d. Authorize the City Manager to execute the change order with Halff Associates for the Belle Vista Drive Seawall Outfall Modifications project in the amount of \$10,074.98 (moved from Consent)

Public Works Director Mike Clarke spoke of the history of this project. In November 2023, the interim City Manager approved a task order proposal for \$18,200.00 from Halff Associates under the existing continuing engineering services contract (CCNA). The task order included the design for relocating the existing tidal check valves and installing them within a vaulted structure. This proposed change order will incorporate a baffle box structure to remove debris upstream of the tidal check valves to improve performance and benefit water quality.

Motion: Vice Mayor Moholland moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to authorize the City Manager to execute the change order with Halff Associates for the Belle Vista Drive Seawall Outfall Modifications project in the amount of \$10,074.98.

6. ORDINANCES

a. Final Reading Ordinance 2024-02: Seawall, Bulkhead, and Retaining Wall Regulations

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CODE OF ORDINANCES, CHAPTER 98 – BUILDINGS AND BUILDING REGULATIONS, ARTICLE III – PROPERTY MAINTENANCE, SECTION 98-66 – RESIDENTIAL AND COMMERCIAL PROPERTY MAINTENANCE; ARTICLE IV – SEAWALLS, BULKHEADS, AND RETAINING WALLS, SECTION 98-100 – STANDARDS FOR SEAWALLS, BULKHEADS, AND RETAINING WALLS NOT ON THE GULF OF MEXICO; SECTION 98-101 – STANDARDS FOR SEAWALLS, BULKHEADS, AND RETAINING WALLS ON THE GULF OF MEXICO; SECTION 98-104 – APPEALS; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER’S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

Senior Planner Brandon Berry presented to the Commission on this Ordinance, highlighting its changes since the first reading, its purpose, and the variance process. A copy of the presentation is part of the record.

Mayor Petrila opened the public hearing; after hearing no public comment, the public hearing was closed.

Motion: Commissioner Marriott moved, Vice Mayor Moholland seconded, and the motion carried 5-0 to adopt Ordinance 2024-02.

b. First Reading Ordinance 2024-06: Parking Meter and Wastewater Fees

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE APPENDIX A OF THE CITY’S CODE OF ORDINANCES; IMPLEMENTING AN HOURLY PUBLIC PARKING INCREASE; IMPLEMENTING A WASTEWATER FEE INCREASE; PROVIDING FOR CODIFICATION; SEVERABILITY; CORRECTION OF SCRIVENER’S ERROR; PUBLICATION; AND AN EFFECTIVE DATE.

Mr. Laflin reminded the Commission of the expressed interest in raising the parking rates by \$0.25/hour. The estimated parking revenues from this change would be an additional \$255,000/year.

Mayor Petrila questioned whether hourly rates could be modified in the Pass-A-Grille district, which currently has a pay-per-day structure. Mr. Laflin stated that this could be reviewed during the proposed parking study during fiscal year 2025.

Motion: Commissioner Marriott moved, Mayor Petrila seconded, and the motion carried 5-0 to approve the first reading of Ordinance 2024-06.

7. RESOLUTIONS

a. Resolution 2024-04: Establish Rate of Stormwater Service Assessments

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, ESTABLISHING THE RATE OF STORMWATER SERVICE ASSESSMENTS; APPROVING STORMWATER SERVICE NON-AD VALOREM ASSESSMENT ROLLS; AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mr. Laflin stated there is no rate change; rates are consistent with last year.

Mayor Petrila opened the public hearing; after hearing no public comment, the public hearing was closed.

Motion: Commissioner Marriott moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to adopt Resolution 2024-04.

8. ITEMS FOR DISCUSSION

a. Discussion with Possible Action: Board and Committees Proposed Code Changes (as presented by Vice Mayor Moholland at the last meeting)

Vice Mayor Moholland discussed the attached comments and requests for change to the Code of Ordinances for the Beach Stewardship Committee, Board of Adjustment, Historic Preservation Board, and Planning Board. He stated that these are his opinions on how the City could tighten up the Code to ensure that these advisory boards are utilized effectively and held accountable.

Commissioner Rzewnicki would like to discuss all the advisory boards and committees.

After some discussion, it was decided to schedule a one-hour workshop before a Commission meeting to discuss the next steps. It was mentioned that meetings with each advisory board/committee may be warranted.

Motion: Vice Mayor Moholland moved, Commissioner Rzewnicki seconded, and the motion carried 5-0 to extend the City Commission meeting to 10:30 p.m.

b. Discussion on Future Revenue

Vice Mayor Moholland mentioned financial concerns and would appreciate further discussion in the coming months.

c. Pile Driving (added)

Vice Mayor Moholland stated that he attended the Historic Preservation Board meeting last week, where a resident informed the Board of a neighbor who damaged her home due to pile driving. He would like to have rules/regulations on pile driving in the City drafted for review.

d. Standards for Traffic Concurrency (added)

Commissioner Robinson would appreciate this topic being added to the list of priorities and a review of how other cities handle it.

e. Special Event Permitting (added)

Commissioner Robinson commented on the discrepancies between the Code and the Policy.

The Commission would like this added to the list of priorities to establish consistency and an outline of the event permitting process.

City Manager Robustelli will bring some information to the City Commission next month.

f. Freebee (added)

Mayor Petrila stated that tip jars and solicitation for tips are still ongoing in Freebee vehicles.

The City Manager was asked to put Freebee on notice of violation and the expectation of immediate compliance.

9. CITY CLERK, CITY MANAGER, CITY ATTORNEY, AND CITY COMMISSION REPORTS

Amber LaRowe, City Clerk -- informed the Commission that she just issued a Doodle Poll to schedule the one-hour workshop to discuss possible code changes to the City's Advisory Boards and Committees. She also mentioned two other Doodle Polls that were issued today: one for a joint workshop with the Historic Preservation Board and one for a priority work session. She confirmed with Commissioner Robinson that she was available for a priority work session on Saturday, October 19th at 9:00 a.m.; Mrs. LaRowe will issue a calendar invite shortly.

Mrs. LaRowe stated that the next Commission agenda for the budget and regular business meeting will be handled differently. In the past, the City has chosen to have one agenda for millage and budgetary purposes and another for the regular business portion of the meeting; this is not necessary per Statute. She and the City Manager discussed this process and agreed that the millage and budget will be on the same agenda as all other items but will be located near the first of the meeting. Also, resolutions can be adopted via a consent item or as a public hearing, much like this evening. The City Manager would like resolutions to be located either in the consent agenda section or the action item section; in the future, there will no longer be a separate section specifically for resolutions.

Frances Robustelli, City Manager -- gave an update on the City Attorney search process. A request for letters of interest has been advertised with a deadline of September 18th; this will be added to the September 23rd meeting for discussion and selection. Other options regarding a permanent attorney will be presented at the meeting.

She announced that the City is using NextDoor as another outlet for communicating information. This is for proactive engagement; the City will not comment or respond to comments on this platform.

Matthew McConnell, Assistant City Attorney -- asked if the City Attorney's Office is expected to attend the extra meetings as stated earlier by the City Clerk. The Commission excused the Attorney's Office unless requested by the City Manager.

Vice Mayor Moholland -- announced that the District 4 Town Hall is on September 18th at the Warren Webster and starts at 5:30 p.m. The agenda has been published on the City's website and can be found on his bio page.

He thanked the City Manager for reigniting the Pass-A-Grille alleyway trash removal discussion and complimented the 29th Avenue seawall project.

Commissioner Rzewnicki – thanked the staff for their hard work.

Commissioner Robinson – announced her upcoming Library hours, posted on the Library’s calendar and her bio page: September 16th at 6:00 p.m., October 14th at 5:00 p.m., November 13th at 5:00 p.m., and December 16th at 5:00 p.m.

Ms. Robinson provided information on the east end of the Corey Avenue project, which is coming back with modifications.

She mentioned her advisory board appointees as follows:

Beach Stewardship	Board of Adjustment	Finance and Budget Review	Historic Preservation	Library	Parks and Recreation	Planning
John Kurzman	Chris Core	John Samorajczyk	Holly Young	Maggie Milton	Jayne Stitik	Cindy Perry

Commissioner Marriott – announced the opening of Tiki Bagel on 75th Avenue.

She stated Frontier Communications is placing the covers back on their utility boxes.

Mayor Petrila adjourned the meeting at 10:26 p.m.

MINUTES APPROVED:	
AMBER LAROWE CITY CLERK	ADRIAN PETRILA MAYOR

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Authorize the City Manager to approve a revised purchase agreement for Pump Station 1 purchase with Xylem Water Solutions in the amount of \$1,320,640

Action Request: Motion to authorize the City Manager to enter into a purchase agreement with Xylem Water Solutions USA, Inc. for Flygt pumps, controllers, and the associates pump package in the amount of \$1,320,640.00.

Strategic Objective: Resiliency

Date: September 23, 2024

Prepared By: Mike Clarke, Public Works Director

Through: Frances Robustelli, City Manager

Summary of Issue: On November 6, 2023, the City Commission approved the sole source purchase with Xylem Water Solutions USA, Inc. for Flygt pumps, controllers, and the associated pump package in the amount of \$1,413,000.00. The pump and controls will be installed as part of the Master Pump Station #1 Rehabilitation project.

On May 14, 2024, the City Commission approved the construction services award for Master Pump Station #1 Rehabilitation to TLC Diversified in the amount of \$3,981,888.15. TLC Diversified is the contractor installing the pump and controls package.

On June 21, 2024, a pre-construction meeting was held between the City, contractor (TLC Diversified), and engineer of record (Kimley Horn). Based on discussion during the pre-construction meeting, it was recommended by all parties that the following changes be made to the pump and controls package:

- Upgrade to premium efficiency motors.
- Remove wet well mixers and porta-cleanse sliding brackets.
- Update liquid level sensors quantity from (8)

eight to (10) ten.

The proposed purchase agreement reflects the changes noted above and reduces the total cost by \$92,360.00.

Funding: The change is a budgeted item and funding is in Wastewater – Pump Station 1 (101-5671)

Attachments: 1. Xylem Purchase Agreement

CITY OF ST. PETE BEACH, FLORIDA
PURCHASE AGREEMENT

Purchase of Xylem Water Solutions, USA, Inc.
Flygt Products Pumps for Pump Station 1

This is an Agreement (the "Agreement") entered into by and between the City of St. Pete Beach (hereinafter "City") and Xylem Water Solutions, USA, Inc. (hereinafter "Vendor"). The City and Vendor together shall be referred to as the "parties."

WHEREAS, City desires to purchase from Vendor the goods or services described in this Agreement.

WHEREAS, Vendor is in the business of providing the goods or services described herein, and has submitted an appropriate proposal to the City to provide the same.

WHEREAS, this Agreement has been properly approved by the appropriate authority of the City and the Vendor.

NOW, THEREFORE, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree to the following:

1. The foregoing recitals are true and correct, and incorporated herein by reference.
2. Public Records, Chapter 119, Florida Statutes. Vendor shall abide by the legal requirements referenced above and in Exhibit A. **IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDORS' DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (City Clerk, City of St. Pete Beach, Florida, 727-363-9220, cityclerk@stpetebeach.org, 155 Corey Avenue, St. Pete Beach, Florida 33706).**
3. Employment Eligibility, the Vendor shall comply with all local, state and federal directives, orders and law as applicable to the contract. Beginning January 1, 2021, every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system under 448.095, Fla. Stat.
 - a. Vendor agrees to comply with all applicable portions of Fla. Stat. 448.095. Vendor must use the U.S. Department of Homeland Security's E-Verify System, <https://e-verify.uscis.gov/emp> to verify the employment eligibility of all employees hired on or after January 1, 2021, during the term of this Agreement.
 - b. Subcontractors (i) Vendor shall also require all subcontractors performing work under

this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement; (ii) Subcontractors shall provide Vendor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. 448.095; (iii) Vendor shall provide a copy of such affidavit to the City upon receipt and shall maintain a copy for the duration of the Agreement.

c. Vendor must provide evidence of compliance with Fla. Stat. 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notices of Vendor's E-Verify number.

d. Failure to comply with this provision is a material breach of the Agreement, and the City may choose to terminate the Agreement at its sole discretion. Vendor may be liable for all costs associated with the City securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs, if necessary. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this agreement is terminated for a violation of the statute by the Vendor, the Vendor may not be awarded a public agreement for a period of one (1) year after date of termination.

4. City hereby agrees to purchase, and Vendor hereby agrees to sell or provide, the goods or services described in the proposal attached hereto and incorporated herein as Exhibit B.

5. Vendor shall deliver the goods, or provide the services, described herein no later than March 31, 2025("completion date").

6. Time is of the essence in the performance of this Agreement. City shall be entitled to liquidated damages in the amount of \$500 per day, for each day after the date set forth in paragraph 5 herein that Vendor has failed to properly and completely deliver all of the goods or provide all of the services specified herein for reasons solely attributable to Vendor. Vendor specifically acknowledges that the foregoing sum is reasonable and does not constitute a penalty. Liquidated damages will not exceed 10% of the Agreement Price, \$1,320,640.00.

7. Upon Vendor's satisfactory delivery of the goods, or full performance of the services, or in accordance with the payment schedule provided in the attached proposal, City shall pay Vendor as stated in the Budget Estimate listed in the Vendor's Proposal, as full consideration for goods or services provided in this Agreement and more specifically in Exhibit B.

8. Vendor fully warrants the title to any and all goods provided hereunder, and agrees to defend the same against all claims whatsoever. At the time of delivery, Vendor shall furnish to the City a bill of sale absolute, with full warranties, or other evidence of title transfer satisfactory to the City, for the goods specified herein.

9. Vendor expressly warrants that all goods delivered hereunder are new quality construction and as specified by the City. Vendor further warrants that any defects in the goods shall be properly repaired by Vendor for a period of 18 months from final delivery ("guarantee period"), including all parts and labor associated with said repairs. Vendor makes no implied warranties of merchantability or fitness for any particular purpose.

10. City reserves the right to reject any defective goods, notwithstanding City's payment of the purchase price provided herein.

11. Vendor fully warrants that all services and/or goods provided herein have been provided in a good and workmanlike manner. Vendor guarantees said services for a period of 18 months from the date of final performance. Vendor shall provide all labor and materials necessary to repair any defective workmanship reported to Vendor within said guarantee period.

12. This Agreement may be canceled by the City when:

- a. Sufficient funds are not available to continue its full and faithful performance to the Agreement.
- b. Sub-standard or non-performance of Agreement.
- c. The City wishes to terminate the Agreement at any time and for any reason, upon giving thirty (30) days prior written notice to the Vendor.

13. If funds for the requested services described herein are not appropriated via the annual budget adoption process, the City reserves the right to cancel the Agreement immediately upon written notice to the Vendor.

14. Vendor acknowledges that the City may enter into agreements with other consultants or may have its own employees complete the work for services similar to the services that are subject to this Agreement.

15. To the extent that this Agreement requires Vendor to provide any services of any kind, Vendor and all of Vendor's subcontractors shall maintain public liability insurance in a combined single limit for bodily injury and property damage in the amount of not less than \$1,000,000.00, satisfactory to the City Manager, naming the City as an additional insured and providing coverage up through and including the final performance of any services provided herein. Vendor and all of Vendor's subcontractors shall maintain in full force and effect a policy of worker's compensation insurance for all of Vendor's employees in accordance with applicable state and federal law. Said insurance coverage shall include employer's liability with a single limit of \$100,000.00 per accident or occurrence. Vendor shall present City with a certificate for all of the foregoing insurance, at the time of executing this Agreement and at such other times requested by the City. The Vendor waives all rights against the City, the City's consultants, separate contractors, if any, and any of its subcontractors, agents and employees, for any and all damages caused to the extent covered by insurance described herein and obtained pursuant to this Section or other property insurance applicable to the services and product provided under this Agreement. The City shall require of the Vendor, Vendor's consultants, separate contractors, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waiver of subrogation by endorsement other otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

16. In consideration of the payment of ten dollars as part of the above purchase price, Vendor shall indemnify, defend and hold the City harmless for itself, its employees, agents and assigns, from and against any and all losses, claims, damages, suits, actions, or demands, including reasonable attorneys' fees and costs of litigation through all appellate proceedings, arising from and to the extent of Vendor's

negligent , and intentional acts or omissions for; a) injury or death of any persons and b) damage to or destruction of property except to the extent it is caused by the City's intentional acts. Nothing herein shall be construed or be deemed a waiver of sovereign immunity afforded to the City pursuant to Florida Statute 768.28.

17. This Agreement shall be binding upon the parties, their successors, assigns, and legal representatives. Vendor shall not assign or otherwise transfer any of the rights or duties under this Agreement, without the express written consent of the City.

18. This document and exhibits embody the entire Agreement of the parties. There are no promises, terms, conditions, or representations binding on either party hereto, other than those contained herein; and this document shall supersede all previous communications, representations, and/or agreements between the parties hereto, whether written or oral. This Agreement may be modified only in writing executed by all parties. This Agreement shall be construed according to the laws of Florida, and venue for any action arising herefrom shall be in Pinellas County, Florida.

19. The following Exhibits shall be attached, incorporated and made a part of this Agreement:

- a. Florida public records law (Exhibit "A")
- b. Vendor's proposal (Exhibit "B")
- c. Sole Source Documentation (Exhibit "C")

20. The prevailing party in any action to enforce or interpret this Agreement shall be entitled to reasonable attorney's fees incurred through all appellate proceedings.

21. Vendor hereby acknowledges that the person executing this Agreement on behalf of Vendor has the full authority to do so and to bind Vendor to the terms hereof.

22. Any and all notices sent pursuant to this Agreement shall be given in writing via certified mail or overnight courier and shall be delivered to the following addresses:

As to Vendor:

Xylem Water Solutions, USA, Inc.
Attn.: Richard Pangrazzi
455 Harvest Time Drive
Sanford, FL 32771

As to City:

City Manager
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

23. To the extent that any terms in the attached proposal conflict with the terms of this Agreement, the terms of this Agreement shall control and supersede such conflicting terms in the attached proposal, to the extent of such conflict.

24. This Agreement may be amended or modified only in writing signed by all Parties hereto. This Agreement shall not be modified by any oral statement, communication, Agreement, course of conduct, or by anything other than a writing signed by the Parties.

25. This Agreement may be executed by the parties in counterpart originals with the same force and effect as if fully and simultaneously executed as a single original document. The "Effective Date" of

this Agreement shall be the date this Agreement has been executed by all parties.

26. Mutual Waiver and Limitation of Liability - City and Vendor (inclusive of their respective officers, directors, members, partners, subcontractors, and employees) will not be liable to each other for loss of profit or revenue, loss of use or business opportunity, loss of contract, cost of obtaining alternative performance, or for any indirect, consequential, special, incidental, and punitive damages. The aggregate liability of each party to the other, whether under contract law, in tort (including negligence), or under any other legal theory, is limited to the Agreement price (“\$1,320,640.00”). This Cap does not apply to: (a) respective costs, losses, or damages awarded to third parties for destruction of tangible property, (b) bodily injury, sickness, or death; and (c) gross negligence or willful misconduct.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year set forth below.

Xylem Water Solutions, USA, Inc.

City of St. Pete Beach:

Signature: 

Signature: _____

By: Richard Pangrazzi

By: Frances Robustelli

Its: Vice President

Its: City Manager

Date: 04/12/2024

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

ATTEST:

Andrew Dickman
City Attorney

Amber LaRowe
City Clerk

EXHIBIT “A”

Florida Public Records Law

119.0701 Contracts; public records; request for contractor records; civil action. —

(1) **DEFINITIONS.** —For purposes of this section, the term:

(a) “Contractor” means an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency as provided under s. 119.011(2).

(b) “Public agency” means a state, county, district, authority, or municipal officer, or department, division, board, bureau, commission, or other separate unit of government created or established by law.

(2) **CONTRACT REQUIREMENTS.** —In addition to other contract requirements provided by law, each public agency contract for services entered into or amended on or after July 1, 2016, must include:

(a) The following statement, in substantially the following form, identifying the contact information of the public agency’s custodian of public records in at least 14-point boldfaced type:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

(b) A provision that requires the contractor to comply with public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency’s custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency’s custodian of public records, in a format that is compatible with the information technology systems of the public agency.

EXHIBIT “B”

(Place Vendor’s Proposal behind this page)



Page 1 of 2

To: City of St. Pete Beach / Kimley-Horn
Attention: Brett Warner / Shelby Hughes
Subject: St. Pete Beach - Pump Station 1 Rehabilitation
Quote Number: 2023-APO-1154

June 4, 2024

We are pleased to offer the following equipment:

Qty - (4) Flygt NP3312/746-670 12" Submersible Pumps 215HP, 3/460V, FM Rated, IE3 Premium Efficiency Motor w/ 2x50' Motor Cable, Zinc Anodes, Hard Iron Impellers, Configured for MiniCAS Modules
Qty - (4) Factory Certified Performance & Hydrostatic Tests
Qty - (4) MiniCAS & Sockets
Qty - (4) 12"x 12" Discharge Connections, CI
Qty - (16) A6D Anchor Bolts, 316SS w/ Adhesive
Qty - (8) 25'x 3" Guide Rails, 316SS
Qty - (4) 3" Guide Bar Brackets Upper, 316SS
Qty - (4) 25'x 5/8" Lifting Chain, 316SS
Qty - (4) Cable Holders, 316SS
Qty - (10) ENM Liquid Level Sensors (Floats)
Qty - (2) USF 60"x84" Clear Opening Aluminum Angle Frame & Cover, Single Door, H2O Rated, Flood Tight
Qty - (2) USF 72"x72" Clear Opening Aluminum Angle Frame & Cover, Double Door, H2O Rated, Flood Tight
Qty - (2) N4X 316SS Junction Boxes w/ Power Blocks & Terminals
Qty - (2) Birdcage LS Transducers by Blue Ribbon Industrial Components Per Section 25.07E
Qty - (4) Yaskawa iQ1000 VFDs by ICON Technologies, NEMA 12, 480V, 250HP, 302A Per Spec. Includes: Harmonic Analysis, Harmonic Measurement, Start-Up Services, and Training
Qty - (1) Start-Up Service by Xylem

Price: **\$ 1,320,640.00**

Clarifications: C-1 Contractor shall verify motor cable length and hatch cover size prior to releasing for production.

Exclusions: E-1 We do not supply piping, valves, guide bars, pressure gauges, disconnects, junction boxes, kellems grips, surge protection equipment, flow meters, structures, electrical wiring, conduits, spare parts, labor, or any other item not specifically listed above.
E-2 Section 802.B - Jotun Tankguard 412 Coatings will be supplied in leu of Devron 201 & Devron 224HS
E-3 Sheet S-1.4 – USF Fabrication Hatch Covers in leu of Versa Steel. Valve vault hatch cover to be double door.

PLEASE MAKE PURCHASE ORDERS OUT TO: XYLEM WATER SOLUTIONS USA, INC.

Validity: This quote is valid for thirty (30) days and contingent upon approval of submittals and release for fabrication within ninety (90) days of purchase order date.

Taxes: State, local, and other applicable taxes are not included in this quotation.

Freight Terms: DAP; Jobsite - Full Freight Allowed (Per Incoterms 2010)



Page 2 of 2

- Shortages:** Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped, and the appropriate claims made.
- Payment Terms:** 100% NET 45 DAYS AFTER SHIPMENT DATE.
(Note: Partial billing will be made on partial shipments)
- Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by Flygt.
- Schedule:** Please consult your local Flygt branch for submittals and fabrication lead-times.
- Back Charges:** Buyer shall not make purchases, nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of seller.
- T&C:** This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at [Standard Terms and Conditions | Xylem US](#) and incorporated herein by reference and made part of the agreement between the parties.

We thank you for your interest in our equipment and look forward to being of service to you in the near future.

IN THE ABSENCE OF A FORMAL ISSUED PURCHASE ORDER, A SIGNED COPY OF THIS PROPOSAL IS ACCEPTABLE AS A BINDING CONTRACT.

Xylem Water Solutions USA, Inc.

Matt Davis
Sales Representative
M - (904) 575-0986
matthew.davis@xylem.com

Company: _____

Address: _____

Accepted By: _____

Print Name: _____

Date: _____

Exhibit “C”

(Sole Source Documentation behind this page)



NOTICE OF INTENT TO PURCHASE SOLE SOURCE COMMODITIES AND/OR SERVICES

DATE/TIME OF INITIAL POSTING	DATE/TIME POSTING REMOVED
SEPTEMBER 22, 2023	OCTOBER 02, 2023

The products and/or services listed below or on the attached page(s) are believed to be unique or proprietary in nature and therefore only available from one source. If you believe that you have a "like" product or service to offer, please submit your complete cost proposal including descriptive literature and detailed specifications by email to the Contact listed below. If you prefer, you may mail your proposal to:

Office of the City Clerk
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

Contact information
John Taylor
jtaylor@stpetebeach.org

This notice was posted September 22, 2023. All proposals must be received by the Procurement Manager by no later than 4:00 PM October 02, 2023. Proposals received after this deadline will not be considered.

Thank you for your interest in St. Pete Beach.



Xylem Water Solutions USA, Inc

455 Harvest Time Drive Sanford, FL 32771
Phone: 407-880-2900 • Fax: 407-880-2962

September 12, 2023

To: St. Pete Beach Public Works
Attn: Brett Warner

Please be advised that Xylem Water Solutions USA, Inc. is the only authorized vendor for Flygt Products* and is the only authorized service repair and warranty organization in the State of Florida; (East of the Apalachicola River). Their staff is properly trained to provide you the best service available.

Thank you for your interest in Flygt Products. Do not hesitate to call me if you have any questions.

Stephen Toolsie
Florida Service Manager
455 Harvest Time Drive
Sanford, FL 32771
407-553-4148

*Flygt Products include submersible pumps, mixers, valves, Syracuse safe hatch access covers, Multismart, controls and well washer.

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Authorize the City Manager to execute the Seventh Addendum and Renewal with the Pinellas Transit Suncoast Authority for the Suncoast Beach Trolley Agreement for Fiscal Year 2025 transit service for \$251,212.50.

Action Request: Motion to authorize the City Manager to execute the Seventh Addendum and Renewal to the Suncoast Beach Trolley Agreement for Fiscal Year 2025 transit service for \$251,212.50.

Strategic Objective: Transportation

Date: September 23, 2024

Prepared By: Mike Clarke, Public Works Director

Through: Frances Robustelli, City Manager

Summary of Issue: The Pinellas Suncoast Transit Authority (PSTA) has provided the Seventh Addendum to the Suncoast Beach Trolley Agreement. This addendum is for the renewal of the Suncoast Beach Trolley Agreement for FY 2025. The agreement attached defines the levels of services and operating routes for Suncoast Trolley (SBT), Route 90, and paratransit service. The City of St. Pete Beach's cost for FY 2025 is \$251,212.50, which is a \$43,518.50 decrease compared to last years' service. The cost change is due primarily to the termination of the Central Avenue Trolley (CAT) service.

The attached addendum allows PSTA to reduce or eliminate the number of fixed route service hours within the agreement. If PSTA reduces or eliminates fixed route services, the City shall be entitled to a refund for any services it has paid for but will not be provided. PSTA will provide the City with a revised rate chart reflecting the new service hours and monthly installment.

Funding: The services are budgeted and funded in the Transportation & Parking – Bus Service Support 5605-

5343

Attachments:

1. Seventh Addendum and Renewal to Suncoast Beach Trolley Agreement

**SEVENTH ADDENDUM AND RENEWAL TO
SUNCOAST BEACH TROLLEY AGREEMENT
CITY OF ST. PETE BEACH**

THIS SEVENTH ADDENDUM AND RENEWAL TO SUNCOAST BEACH TROLLEY AGREEMENT ("Seventh Addendum"), is made and entered into effective October 1, 2024 ("Effective Date"), to modify, amend, and renew that certain Suncoast Beach Trolley Agreement entered into by and between the **PINELLAS SUNCOAST TRANSIT AUTHORITY**, an independent special district of the State of Florida ("PSTA"), and the **CITY OF ST. PETE BEACH**, a Florida municipal corporation (the "City")(collectively, the "Parties"), on October 1, 2019 for trolley services along the Suncoast Beach Trolley ("SBT") route, the Central Avenue Trolley ("CAT") route, and Route 90 Commuter Service as amended and supplemented by that certain First Addendum ("First Addendum"), that certain Second Addendum ("Second Addendum"), that certain Third Addendum ("Third Addendum"), that certain Fourth Addendum ("Fourth Addendum"), that certain Fifth Addendum ("Fifth Addendum"), and that certain Sixth Addendum ("Sixth Addendum")(collectively, the "Agreement").

RECITALS

WHEREAS, unless otherwise defined herein, all capitalized terms used in this Seventh Addendum shall have the meaning as defined in the Agreement; and

WHEREAS, the Parties desire to renew the Agreement and continue the Fixed Route Services through September 30, 2025.

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

- 1. Recitals Acknowledged.** The above recitals are true and correct and are incorporated in this Fifth Addendum by reference.
- 2. Renewal.** The Parties hereby renew the Agreement for an additional term commencing on the Effective Date and expiring on September 30, 2025 ("Sixth Renewal Term") on the same terms and conditions except as specifically modified by the First Addendum, Second Addendum, Third Addendum, Fourth Addendum, Fifth Addendum, Sixth Addendum and this Seventh Addendum.
- 3. Cost, Billing and Payments.** Section 2 of the Agreement is amended to read as follows:

The City shall pay PSTA for the Fixed Route Services by billable hours of service in the City as follows:

Summary FY25 Rat/Rev Hr		\$ 59.99
Service	Revenue Hours	Cost
SBT	2,929	\$ 175,710.71
Route 90	621	\$ 37,253.79
Paratransit	845 (trips)	\$ 38,248.00
TOTAL		\$ 251,212.50

- a. The Parties agree that PSTA's billable hourly rate shall be fifty-nine and 99/100 dollars (\$59.99).
 - b. *Access Paratransit Services.* The City shall pay the actual annual costs of any and all PSTA Access paratransit and mobility on demand services provided to residents of the City based on PSTA's current contracted rate for paratransit services net fares. This rate shall be computed each year based on the actual expenses of the prior year. For this Seventh Renewal Term the paratransit services payment shall be Thirty-Eight Thousand and Two-Hundred and Forty-Eight (\$38,248.00)
 - c. The total annual amount of all payments due to PSTA under this Agreement, excluding any additional shuttle services requested by the City pursuant to section 1(a) of the Agreement, shall be Two Hundred Ninety-four Thousand Seven Hundred Thirty-one Dollars (\$251,212.50). PSTA shall invoice the City in monthly installments on the 1st of each month. All invoices shall be paid in accordance with the Local Government Prompt Payment Act, section 218.72, et. seq., Florida Statutes.
 - d. PSTA may reduce the amount of Fixed Route Services service hours indicated in the table in this section of this Agreement, or eliminate the Fixed Route Services entirely. If PSTA reduces or eliminates the Fixed Route Services the City shall be entitled to a refund for any services it has paid for but will not be provided. PSTA will provide the City with a revised rate chart reflecting the new service hours and monthly installment. Within thirty (30) days of instituting a reduction or elimination of service hours, PSTA shall pay the City any refund due pursuant to this section.
4. **Conflicts.** All other provisions of the Agreement, as amended, not specifically amended by this Seventh Addendum shall remain in full force and effect. To the extent that this

Seventh Addendum directly conflicts with the Agreement, as amended, the provisions of this Seventh Addendum shall govern.

5. **Signatures and Counterparts.** This Seventh Addendum may be executed by electronic signature technology and such electronic signature shall act as the Parties' legal signatures on this Seventh Addendum and shall be treated in all respects as an original handwritten signature. This Seventh Addendum may be executed in one or more counterparts, any one of which need not contain the signatures of more than one party, but all such counterparts taken together will constitute one and the same instrument.

WHEREFORE, the Parties have executed this Seventh Addendum as of the Effective Date.

PSTA:

THE CITY:

Brad Miller, CEO

Frances Robustelli, City Manager

Attest:

Attest:

Rachael Cappolla,
Executive Assistant

Amber LaRowe, City Clerk

Approved as to form:

Approved as to form:

Alan S. Zimmet, General Counsel

Andrew Dickman, City Attorney

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Authorize Mayor Petrila to sign the Amendment to the Interlocal Agreement for the Creation of the Pinellas County Metropolitan Planning Organization

Action Request: Motion to authorize Mayor Petrila to sign the Amendment to the Interlocal Agreement for the Creation of the Pinellas County Metropolitan Planning Organization (MPO).

Strategic Objective: Partnership with Governmental Agencies

Date: September 23, 2024

Prepared By: Amber LaRowe, City Clerk

Through: Amber LaRowe, City Clerk

Summary of Issue: In accordance with Section 339.175 F.S., the Governor is required to review the membership composition of each metropolitan planning organization (MPO) in conjunction with the decennial Census and reapportionment as necessary to comply with State and Federal regulations. The Reapportionment Plan is necessary to identify Forward Pinellas's voting membership and seat terms, both in its role as the Pinellas Planning Council (PPC) and MPO.

On September 13, 2023, the Forward Pinellas Board voted unanimously to adopt a resolution approving a membership Reapportionment Plan, which is attached. That Plan was transmitted to Governor DeSantis; a letter from the Governor showing approval of the recommended Plan is attached. It is necessary to amend the Interlocal Agreement for the Creation of the Pinellas County MPO, originally executed in October 2014, to allow for the expansion of the board membership. Each entity with seats on the new board will have 60 days from the Governor's letter, or until October 7, 2024, to make its appointment(s) to the new board seated in January 2025.

Funding: There is no funding applicable to this request.

Attachments:

1. Amended ILA Pinellas County MPO



RON DeSANTIS
GOVERNOR

August 8, 2024

Pinellas County Metropolitan Planning Organization
310 Court Street
Clearwater, FL 33756

To Whom It May Concern:

In accordance with s. 339.175, Florida Statutes, and Title 23 CFR Part 450, please consider this letter as formal concurrence with the Department of Transportation's recommendation that the Pinellas County Metropolitan Planning Organization's apportionment plan meets the requirements of s. 339.175, Florida Statutes and Title 23 CFR 450.312(a).

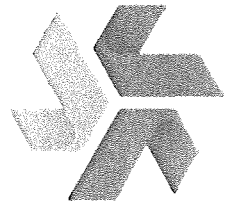
The MPO's continued adherence to the requirements of Florida Law are of utmost importance.

Sincerely,

A handwritten signature in black ink, appearing to be "Ron DeSantis".

Ron DeSantis, Governor

CC: Mr. Jared Perdue, P.E., Secretary, Florida Department of Transportation



August 14, 2024

The Honorable Adrian Pettila, Mayor
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

Re: Forward Pinellas Reapportionment Plan – Amended Interlocal Agreement

Dear Mayor Pettila:

As you may be aware, Forward Pinellas coordinates countywide land use and transportation planning to support the 25 local governments in Pinellas County. In doing so, it functions in two capacities. One as the Pinellas Planning Council (PPC) and the other as the Pinellas County Metropolitan Planning Organization (MPO). Metropolitan planning organizations are governed by federal and state law and are required to exist in each urbanized area greater than 50,000 residents, as designated by the Census.

The Forward Pinellas Board is now comprised of 13 members, representing eight (8) municipal governments, the Pinellas County Commission, and the Pinellas Suncoast Transit Authority (PSTA). Three of the municipal government seats are shared by multiple cities and rotate every two years, enabling the board to represent all 25 local governments.

In accordance with Section 339.175, F.S., the Governor is required to review the membership composition of each metropolitan planning organization (MPO) in conjunction with the decennial Census, and to reapportion it as necessary to comply with state and federal requirements. The Reapportionment Plan is necessary to identify the voting membership and seat terms for Forward Pinellas, both in its role as the MPO and as the PPC.

On September 13, 2023, the Forward Pinellas Board voted unanimously to adopt a resolution approving a membership Reapportionment Plan, which is enclosed for your review. That Plan was subsequently transmitted to the Governor. This week we received a letter from the Governor approving the recommended Plan.

Highlights of the new Plan include the following:

- Updating city and county population totals based on the 2020 U.S. Census;
- Reapportionment of the governing board from 13 to 19 members;
- Adding two seats for the City of St. Petersburg due to increased population;

- Adding a seat for the City of Clearwater due to increased population;
- Adding a seat for Tarpon Springs due to increased population;
- Adding a seat for the Pinellas County Commission due to increased population;
- Requiring one of the County Commission seats be from an at-large district.
- Splitting the current Inland Communities seat into two seats to allow for shorter rotation times;
 - **Inland North:** Belleair, Belleair Bluffs and Seminole
 - **Inland South:** Gulfport, South Pasadena, Kenneth City
- Lengthening the term for rotating seats from two years to three years;

With the Governor's approval letter in hand, it is now necessary to amend the Interlocal Agreement for the Creation of the Pinellas County MPO, which was originally executed in October of 2014, to allow for the expansion of the board membership. The local governments, PSTA and FDOT are required signatories on the amended agreement. Each entity with seats on the new board will have 60 days from the date of the Governor's letter, or until October 7, 2024, to make its appointment(s) to the new board which will be seated in January 2025. To that end, we are asking that you place this item on an upcoming agenda as soon as reasonably possible. We are happy to attend the meeting at your discretion to provide additional information and answer any questions as needed. This can be done with or without a formal presentation by our staff.

Please find attached the original 2014 interlocal agreement for the creation of the MPO, the amendment to the interlocal agreement, the Reapportionment Plan, a slide showing the new board composition and the letter from the Governor.

As always, we appreciate your support and the opportunity to serve your community, Pinellas County, and the region. Please feel free to contact me at (727) 464-8712 or by email at wblanton@forwardpinellas.org if you have any questions or need any additional information.

Sincerely,



Whit Blanton FAICP
Executive Director

Cc: Wayne Saunders, City Manager
Amber LaRowe, City Clerk
Mayor David Will

Attachments

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

THIS AMENDMENT (hereinafter "Amendment") is made and entered into by and between FLORIDA DEPARTMENT OF TRANSPORTATION; the COUNTY OF PINELLAS; the CITIES OF BELLEAIR BEACH, BELLEAIR BLUFFS, CLEARWATER, DUNEDIN, GULFPORT, INDIAN ROCKS BEACH, LARGO, MADEIRA BEACH, OLDSMAR, PINELLAS PARK, SAFETY HARBOR, ST. PETE BEACH, ST. PETERSBURG, SEMINOLE, SOUTH PASADENA, TARPON SPRINGS, TREASURE ISLAND; the TOWNS OF BELLEAIR, BELLEAIR SHORE, INDIAN SHORES, KENNETH CITY, NORTH REDINGTON BEACH, REDINGTON BEACH, REDINGTON SHORES; and the PINELLAS SUNCOAST TRANSIT AUTHORITY (PSTA), collectively known as "the Parties."

RECITALS

WHEREAS, the Parties reaffirm the Interlocal Agreement dated October 15, 2014, except as amended herein; and

WHEREAS, § 134 Title 23 of the United States Code requires the designation of metropolitan planning organizations (hereinafter "MPO" or "MPOs") in urban areas, as defined by the United States Census Bureau; and

WHEREAS, § 339.175(4)(a), Fla. Stat., requires the Governor to review the composition of the Metropolitan Planning Organizations membership in conjunction with the decennial census; and

WHEREAS, § 134 of Title 23 of the United State Code sets forth membership requirements for MPOs designated for transportation management areas with a population of 200,000 or more residents; and

WHEREAS, on September 13, 2023, the governing board of Forward Pinellas, in its role as the Metropolitan Planning Organization, reviewed its voting composition and approved a resolution supporting the adoption of the MPO Membership Apportionment Plan (the "Apportionment Resolution") and determined that it was appropriate to expand the voting membership of the governing board; and

WHEREAS, the signatories to this Amendment desire to ratify and reaffirm the Apportionment Resolution as is fully set forth herein; and

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties agree as follows:

I. Recitals. The forgoing recitals are true and correct.

II. Interlocal Agreement.

Article 4, Section 4.01 (a) of the Interlocal Agreement dated October 15, 2014, is amended to read as follows:

(a) The membership of the MPO shall consist of 19 voting members and one (1) non-voting advisor. The names of the member local governmental entities and the voting apportionment of the governing board as approved by the Governor shall be as follows: four (4) voting members representing the Pinellas County Board of County Commissioners, one of which must be from an At-Large District; four (4) voting members representing the City of St. Petersburg; two (2) voting members representing the City of Clearwater; one (1) voting member for each of the following cities: Pinellas Park, Dunedin, Clearwater, Largo and Tarpon Springs; one (1) rotating voting member representing the cities of Oldsmar and Safety Harbor; one (1) rotating voting member representing the cities of Belleair, Belleair Bluffs and Seminole; one (1) rotating voting member representing the cities Gulfport, South Pasadena and Kenneth City; one (1) rotating voting member representing the following communities which comprise the Barrier Islands Government Council (BIG-C) (excluding Clearwater): Belleair Beach, Indian Rocks Beach, Madeira Beach, St. Pete Beach, Treasure Island, Belleair Shore, Indian Shores, North Redington Beach, Redington Beach, Redington Shores; one (1) voting member representing the Pinellas Suncoast Transit Authority (PSTA); and one (1) non-voting advisor representing the Florida Department of Transportation.

Article 4, Section 4.01 (c) of the Interlocal Agreement dated October 15, 2014, is amended to read as follows:

(c) The voting membership of an MPO shall consist of not fewer than five or more than 25 apportioned members, the exact number to be determined on an equitable geographic-population ratio basis by the Governor, based on an agreement among the affected units of general-purpose local government as required by federal rules and regulations and shall be in compliance with 339.175(3) F.S.

Article 4, Section 4.02 of the Interlocal Agreement dated October 15, 2014, is amended to read as follows:

Section 4.02. Terms. Except as provided for below, the term of office of members of the MPO shall be four years.

The term of office for the SAFETY HARBOR/OLDSMAR consortium of municipalities shall be three (3) years, on a rotating basis. The order of rotation will be Safety Harbor, Oldsmar. If a municipality decides to defer its term of appointment, the process will proceed to the next municipality in the order shown and the deferring municipality will go to the end of the rotational order. A municipality in a rotating seat may retain its seat beyond the normal three-year cycle if the other two municipalities in the rotation agree to not appoint a member to the board from their respective jurisdiction. Finally, if the appointed elected official is unable to complete their three-year term, that Municipal Commission or Council will appoint another elected official for the balance of the term.

The term of office for the BELLEAIR/BELLEAIR BLUFFS/SEMINOLE consortium of municipalities shall be three (3) years on a rotating basis. The order of rotation shall be, Belleair, Belleair Bluffs, and Seminole. If a municipality decides to defer its term of appointment, the process will proceed to the next municipality in the order shown and the deferring municipality will go to the end of the rotational order. A municipality in a rotating seat may retain its seat beyond the normal three-year cycle if the other two municipalities in the rotation agree to not appoint a member to the board from their respective jurisdiction. Finally, if the appointed elected official is unable to complete their three-year term, that Municipal Commission or Council will appoint another elected official for the balance of the term.

The term of office for the GULFPORT/SOUTH PASADENA/KENNETH CITY consortium of municipalities shall be three (3) years. The order of rotation shall be Gulfport, South Pasadena and Kenneth City. If a municipality decides to defer its term of appointment, the process will proceed to the next municipality in the order shown and the deferring municipality will go to the end of the rotational order. A municipality in a rotating seat may retain its seat beyond the normal three-year cycle if the other two municipalities in the rotation agree to not appoint a member to the board from their respective jurisdiction. Finally, if the appointed elected official is unable to complete their three-year term, that Municipal Commission or Council will appoint another elected official for the balance of the term.

The term of the rotating voting member representing the aforementioned BIG-C communities shall be two years, however, the appointed elected official may be reappointed for up to four successive two-year terms, for a maximum term of eight years. The BIG-C, by majority vote, shall recommend appointments from nominations of elected officials provided by individual member municipalities. The municipal government board on which the recommended elected official serves shall confirm the appointment and transmit the name of the appointee to the MPO. If the appointed elected official is unable to complete their two-year term for any reason, the same procedure used for the original appointment by the BIG-C and the appointing municipality shall be followed.

The membership of a member who is a public official automatically terminates upon said official leaving the elective or appointive office for any reason, or may be terminated by a majority vote of the total membership of the governmental entity represented by the member. A vacancy shall be filled by the original appointing entity. A member may be appointed for one or more additional four-year terms.

- III. Severability.** The invalidity or unenforceability of any term or provision of this Amendment or the non-applicability of any such term or provision to any person or circumstance shall not impair or affect the remainder of this Amendment, and the remaining terms and provisions hereof shall not be invalidated but shall remain in full force and effect but shall be construed as if such invalid, unenforceable, or non-applicable provisions were omitted.

- IV. Entire Agreement.** This Amendment represents the entire understanding and agreement between the parties with respect to the subject matter hereof. None of the terms and provisions hereof may be amended, supplemented, waived or changed orally, but only by a writing signed by each of the parties hereto.
- V. Rules of Construction.** Whenever used herein, the singular number shall include the plural, the plural shall include the singular, and the use of any gender shall include all genders.
- VI. Amendment Execution and Counterpart Signature Pages.** This Amendment may be executed in any number of counterparts, each of which when so executed and delivered, shall be an original; but such counterparts shall together constitute but one and the same instrument.
- VII. Effective Date.** This Amendment shall become effective upon its filing in the Pinellas County Office of the Clerk of the Circuit .. Any amendment hereto shall become effective only upon its filing in the Pinellas County Office of the Clerk of the Circuit Court.

IN WITNESS WHEREOF, the undersigned parties have caused this Amendment to the Interlocal Agreement dated October 15, 2014, to be duly executed on their behalf.

[Continued on following
pages]

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF BELLEAIR

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF BELLEAIR BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF BELLEAIR BLUFFS

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF BELLEAIR SHORE

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF CLEARWATER

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF DUNEDIN

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF GULFPORT

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF INDIAN ROCKS BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF INDIAN SHORES

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF KENNETH CITY

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF LARGO

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF MADEIRA BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF NORTH REDINGTON BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF OLDSMAR

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF PINELLAS PARK

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF REDINGTON BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

TOWN OF REDINGTON SHORES

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF SAFETY HARBOR

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF ST. PETE BEACH

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF ST. PETERSBURG

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF SEMINOLE

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF SOUTH PASADENA

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF TARPON SPRINGS

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

CITY OF TREASURE ISLAND

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

BOARD OF COUNTY COMMISSIONERS

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

PINELLAS SUNCOAST TRANSIT AUTHORITY

PINELLAS COUNTY, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

(seal)

**AMENDMENT TO THE INTERLOCAL AGREEMENT FOR THE
CREATION OF THE PINELLAS COUNTY METROPOLITAN
PLANNING ORGANIZATION**

Signed, Sealed and Delivered in the presence of:

DISTRICT SEVEN

FLORIDA DEPARTMENT OF TRANSPORTATION

TAMPA, FLORIDA

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

TITLE: _____

DATE: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**INTERLOCAL AGREEMENT FOR CREATION OF THE
METROPOLITAN PLANNING ORGANIZATION**

THIS INTERLOCAL AGREEMENT for the formation of a Metropolitan Planning Organization is made and entered into on this 15th day of October, 2014, by and between the FLORIDA DEPARTMENT OF TRANSPORTATION; the COUNTY OF PINELLAS; the CITIES OF BELLEAIR BEACH, BELLEAIR BLUFFS, CLEARWATER, DUNEDIN, GULFPORT, INDIAN ROCKS BEACH, LARGO, MADEIRA BEACH, OLDSMAR, PINELLAS PARK, SAFETY HARBOR, ST. PETE BEACH, ST. PETERSBURG, SEMINOLE, SOUTH PASADENA, TARPON SPRINGS, TREASURE ISLAND; the TOWNS OF BELLEAIR, BELLEAIR SHORE, INDIAN SHORES, KENNETH CITY, NORTH REDINGTON BEACH, REDINGTON BEACH, REDINGTON SHORES; and the PINELLAS SUNCOAST TRANSIT AUTHORITY (PSTA), collectively known as "the parties."

RECITALS

WHEREAS, the federal government, under the authority of Title 23 United States Code (USC) §134 and Title 49 USC §5303, requires each metropolitan area, as a condition for the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the metropolitan area;

WHEREAS, the parties to this Interlocal Agreement desire to participate cooperatively in the performance, on a continuing basis, of a coordinated, comprehensive transportation planning process to assure that highway facilities, mass transit systems, bicycle and pedestrian facilities, rail systems, air transportation and other facilities will be properly located and developed in relation to the overall plan of community development;

WHEREAS, Title 23 USC §134 and Title 49 USC §§5303-5305, as amended by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and Section 339.175, Florida Statutes (F.S.), provide for the creation of Metropolitan Planning Organizations to develop transportation plans and programs for urbanized areas;

WHEREAS, pursuant to Titles 23 USC §134(d), 49 USC §5303, 23 CFR §450.310(b), and Section 339.175(2), F.S., a determination has been made by the Governor and units of general purpose local government representing at least 75 percent of the affected population (including the largest incorporated city, based on population as named by the Bureau of Census) in the urbanized area to designate a Metropolitan Planning Organization;

WHEREAS, pursuant to this Interlocal Agreement, the parties wish to collectively participate in the metropolitan planning process as the Pinellas County MPO for the Pinellas County urbanized area, herein after referred to as "the Metropolitan Planning Organization" or "the MPO". Further, the parties approved by unanimous vote a reapportionment and boundary plan for presentation to the Governor on the 10th day of July 2013;

WHEREAS, pursuant to Section 339.175(4), F.S., the Governor, by letter to the MPO Chair dated the 13th day of February 2014, approved the reapportionment and boundary plan submitted by the MPO;

WHEREAS, pursuant to Title 23 CFR §450.314(a), and Section 339.175(10), F.S., an agreement must be entered into by the Department, the MPO, and the governmental entities and public transportation operators to identify the responsibility of each party for cooperatively carrying out a comprehensive transportation planning process;

WHEREAS, this Interlocal Agreement is required to create the Metropolitan Planning Organization and delineate the provisions for operation of the MPO;

WHEREAS, the undersigned parties have determined that this Interlocal Agreement is consistent with Section 339.175(10), F.S.;

WHEREAS, the undersigned parties have determined that this Interlocal Agreement is consistent with statutory requirements set forth in Section 163.01, F.S., relating to Interlocal Agreements; and

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

ARTICLE 1 RECITALS; DEFINITIONS

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct to the best of the parties' knowledge. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Interlocal Agreement.

Section 1.02. Definitions. The following words when used in this Interlocal Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Interlocal Agreement means and refers to this instrument, as may be amended from time to time.

Department means and refers to the Florida Department of Transportation, an agency of the State of Florida created pursuant to Section 20.23, F.S.

FHWA means and refers to the Federal Highway Administration.

FTA means and refers to the Federal Transit Administration.

Long Range Transportation Plan (LRTP) is the 20-year transportation planning horizon which includes transportation facilities; identifies a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities; indicates proposed transportation activities; and in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by Title 23 USC §134(c), Title 49 USC §5303, Title 23 CFR §450.322, and Section 339.175(7), F.S.

Metropolitan Planning Area means and refers to the planning area determined by agreement between the MPO and the Governor for the urbanized area containing at least a population of 50,000 as described in Title 23 USC §134(b)(1), Title 49 USC §5303, and Section 339.175(2)(c) and (d), F.S., and including the existing urbanized area and the contiguous area expected to become urbanized within a 20-year forecast period, which shall be subject to the Metropolitan Planning Organization's planning authority.

MPO means and refers to the Metropolitan Planning Organization formed pursuant to this Interlocal Agreement as described in 23 USC §134(b)(2), 49 USC §5303, and Section 339.175(1), F.S.

Transportation Improvement Program (TIP) is the staged multi-year program of transportation improvement projects developed by a Metropolitan Planning Organization consistent with the Long Range Transportation Plan, developed pursuant to 23 USC §134(j), 49 USC §5303, 23 CFR §450.324 and Section 339.175(8), F.S.

Unified Planning Work Program (UPWP) is the biennial program developed in cooperation with the Department and public transportation providers, that identifies the planning priorities and activities to be carried out within a metropolitan planning area to be undertaken during a 2-year period, together with a complete description thereof and an estimated budget, all as required by 23 CFR §450.308, and Section 339.175(9), F.S.

ARTICLE 2 PURPOSE

Section 2.01. General Purpose. The purpose of this Interlocal Agreement is to re-establish the MPO and recognize the boundary and reapportionment approved by the Governor. This Interlocal Agreement shall serve:

- (a) To assist in the development of transportation systems embracing various modes of transportation in a manner that will maximize the mobility of people and goods within and through this metropolitan planning area and minimize, to the maximum extent feasible for transportation-related fuel consumption and air pollution;
- (b) To develop transportation plans and programs, in cooperation with the Department, which plans and programs provide for the development of transportation facilities that will function as a multi-modal and intermodal transportation system for the metropolitan planning area;
- (c) To implement and ensure a continuing, cooperative, and comprehensive transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of this affected metropolitan planning area in cooperation with the Department;
- (d) To assure eligibility for the receipt of federal capital and operating assistance pursuant to Title 23 USC §134 and Title 49 USC §§5303, 5304, 5305, 5307, 5309, 5310, 5311, 5314, 5326, 5337 and 5339, 5340; and
- (e) To carry out the metropolitan transportation planning process, in cooperation with the Department, as required by federal, state and local laws.

Section 2.02. Major MPO Responsibilities. The MPO is intended to be a forum for cooperative decision making by officials of the governmental entities which are parties to this Interlocal Agreement in the development of transportation-related plans and programs, including but not limited to:

- (a) The LRTP;
- (b) The TIP;
- (c) The UPWP;

- (d) Incorporating performance goals, measures, and targets into the process of identifying and selecting needed transportation improvements and projects;
- (e) A congestion management process for the metropolitan area and coordinated development of all other transportation management systems required by state or federal law;
- (f) Assisting the Department in mapping transportation planning boundaries required by state or federal law;
- (g) Supporting the Department in performing its duties relating to access management, functional classification of roads, and data collection; and
- (h) Performing such other tasks required by state or federal law.

Section 2.03. Coordination with the Department and Consistency with Comprehensive Plans. Chapter 334, F.S., grants broad authority for the Department's role in transportation. Section 334.044, F.S., includes the legislative intent declaring that the Department shall be responsible for coordinating the planning of a safe, viable, and balanced state transportation system serving all regions of the State. Section 339.155, F.S., requires the Department to develop a statewide transportation plan, which considers, to the maximum extent feasible, strategic regional policy plans, MPO plans, and approved local government comprehensive plans. Section 339.175(5), F.S., specifies the authority and responsibility of the MPO and the Department to manage a continuing, cooperative, and comprehensive transportation planning process for the metropolitan area.

In fulfillment of this purpose and in the exercise of the various powers granted by Chapters 334 and 339, F.S., the parties to this Interlocal Agreement acknowledge that decisions made by the MPO will be coordinated with the Department. All parties to this Interlocal Agreement acknowledge that actions taken pursuant to this Interlocal Agreement will be consistent with local government comprehensive plans.

ARTICLE 3 MPO ORGANIZATION AND CREATION

Section 3.01. Re-establishment of MPO. The MPO for the metropolitan planning area as described in the membership reapportionment plan approved by the Governor is hereby created and re-established pursuant to this Interlocal Agreement to carry out the purposes and functions set forth in Articles 2 and 5. The legal name of this Metropolitan Planning Organization shall be the Pinellas County MPO.

Section 3.02. MPO to operate pursuant to law. In the event that any election, referendum, approval, permit, notice, other proceeding or authorization is required under applicable law to undertake any power, duty, or responsibility hereunder, or to observe, assume, or carry out any of the provisions of this Interlocal Agreement, the MPO will, to the extent of its legal capacity, comply with all applicable laws and requirements.

Section 3.03. Governing board to act as policy-making body of MPO. The governing board re-established pursuant to Section 4.01 of this Interlocal Agreement shall act as the policy-making body for the MPO, and will be responsible for coordinating the cooperative decision-making process of the MPO's actions, and will take required actions as the MPO.

Section 3.04. Data, reports, records, and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, F.S., the parties shall provide to each other such data, reports, records, contracts, and other documents in its possession relating to the MPO as is requested. Charges are to be in accordance with Chapter 119, F.S.

Section 3.05. Rights of review. All parties to this Interlocal Agreement and the affected federal funding agencies (e.g., FHWA, FTA, and FAA) shall have the rights of technical review and comment on MPO's projects.

ARTICLE 4 COMPOSITION; MEMBERSHIP; TERMS OF OFFICE

Section 4.01. Composition and membership of governing board.

- (a) The membership of the MPO shall consist of 13 voting members and one (1) non-voting advisor. The names of the member local governmental entities and the voting apportionment of the governing board as approved by the Governor shall be as follows: three (3) voting members representing the Pinellas County Board of County Commissioners; two (2) voting members representing the City of St. Petersburg; one (1) voting member for each of the following cities: Pinellas Park, Dunedin, Clearwater, Largo; one (1) rotating voting member representing the cities of Oldsmar, Safety Harbor and Tarpon Springs; one (1) rotating voting member representing the following Inland Communities: Belleair, Belleair Bluffs, Gulfport, Seminole, South Pasadena, Kenneth City; one (1) rotating voting member representing the following communities which comprise the Barrier Islands Government Council (BIG-C): Belleair Beach, Indian Rocks Beach, Madeira Beach, St. Pete Beach, Treasure Island, Belleair Shore, Indian Shores, North Redington Beach, Redington Beach, Redington Shores; one (1) voting member representing the Pinellas Suncoast Transit Authority (PSTA); and one (1) non-voting advisor representing the Department.
- (b) All voting representatives shall be elected officials of general purpose local governments, except to the extent that the MPO includes, as part of its apportioned voting membership, a member of a statutorily authorized planning board or an official of an agency that operates or administers a major mode of transportation. All individuals acting as a representative of the governing board of the county, the city, or authority shall first be selected by said governing board.
- (c) The voting membership of an M.P.O. shall consist of not fewer than 5 or more than 19 apportioned members, the exact number to be determined on an equitable geographic-population ratio basis by the Governor, based on an agreement among the affected units of general-purpose local government as required by federal rules and regulations and shall be in compliance with 339.175(3) F.S.
- (d) In the event that a governmental entity that is a member of the MPO fails to fill an assigned appointment to the MPO within sixty days after notification by the Governor of its duty to appoint a representative, the appointment shall then be made by the Governor from the eligible individuals of that governmental entity.

Section 4.02. Terms. Except as provided for below, the term of office of members of the MPO shall be four years. The term of office for the OLDSMAR/SAFETY HARBOR/TARPON SPRINGS consortium of municipalities shall be two (2) years, on a biennial rotating basis. The membership of a member who is a public official automatically terminates upon said official leaving the elective or

appointive office for any reason, or may be terminated by a majority vote of the total membership of the governmental entity represented by the member. A vacancy shall be filled by the original appointing entity. A member may be appointed for one or more additional four year terms.

The term of the rotating voting member representing the aforementioned BIG-C communities shall be two years, however, the appointed elected official may be reappointed for up to four successive two-year terms, for a maximum term of eight years. The BIG-C, by majority vote, shall recommend appointments from nominations of elected officials provided by individual member municipalities. The municipal government board on which the recommended elected official serves shall confirm the appointment and transmit the name of the appointee to the MPO. If the appointed elected official is unable to complete their two-year term for any reason, the same procedure used for the original appointment by the BIG-C and the appointing municipality shall be followed.

The term of the rotating voting member representing the aforementioned Inland Communities shall be two years. The order of rotation shall be Gulfport, Belleair, South Pasadena, Belleair Bluffs, Kenneth City and Seminole. If a city/town decides to defer its term of appointment, the process will proceed to the next city/town in the order shown and the deferring city/town will go to the end of the rotational order. Finally, if the appointed elected official is unable to complete their two-year term, that City/Town Commission or Council will appoint another elected official for the balance of the term.

ARTICLE 5 AUTHORITIES, POWERS, DUTIES AND RESPONSIBILITIES

Section 5.01. General authority. The MPO shall have all authorities, powers and duties, enjoy all rights, privileges, and immunities, exercise all responsibilities and perform all obligations necessary or appropriate to managing a continuing, cooperative, and comprehensive transportation planning process as specified in Section 339.175(5) and (6), F.S.

Section 5.02. Specific authority and powers. The MPO shall have the following powers and authority:

- (a) As provided in Section 339.175(6)(g), F.S., the MPO may employ personnel and/or may enter into contracts with local or state agencies and private planning or engineering firms to utilize the staff resources of local and/or state agencies;
- (b) As provided in Section 163.01(14), F.S., the MPO may enter into contracts for the performance of service functions of public agencies;
- (c) As provided in Section 163.01(5)(j), F.S., the MPO may acquire, own, operate, maintain, sell, or lease real and personal property;
- (d) As provided in Section 163.01(5)(m), F.S., the MPO may accept funds, grants, assistance, gifts or bequests from local, state, and federal resources;
- (e) The MPO may promulgate rules to effectuate its powers, responsibilities, and obligations enumerated herein; provided, that said rules do not supersede or conflict with applicable local and state laws, rules and regulations; and

- (f) The MPO shall have such powers and authority as specifically provided in Section 163.01 and Section 339.175(2)(b), (5) and (6), F.S., and as may otherwise be provided by federal or state law.

Section 5.03. Duties and responsibilities. In addition to those duties and responsibilities set forth in Article 2, the MPO shall have the following duties and responsibilities:

- (a) As provided in Section 339.175(6)(d), F.S., the MPO shall create and appoint a technical advisory committee;
- (b) As provided in Section 339.175(6)(e), F.S., the MPO shall create and appoint a citizens' advisory committee;
- (c) As provided in Section 163.01(5)(o), F.S., the MPO shall be liable for any liabilities incurred by the MPO, and the MPO may respond to such liabilities through the purchase of insurance or bonds, the retention of legal counsel, the approval of settlements of claims by its governing board, or in any other manner agreed upon by the MPO. Nothing contained herein shall constitute a waiver by any party of its sovereign immunity or the provision of section 768.28, F.S.
- (d) As provided in Section 339.175(9), F.S., the MPO shall establish an estimated budget which shall operate on a fiscal year basis consistent with any requirements of the UPWP;
- (e) The MPO, in cooperation with the Department, shall carry out the metropolitan transportation planning process as required by Title 23 CFR Parts 420 and 450, and Title 49 CFR Part 613, Subpart A, and consistent with Chapter 339, F.S., and other applicable state and local laws;
- (f) As provided in Section 339.175(10)(a), F.S., the MPO shall enter into agreements with the Department, operators of public transportation systems and the metropolitan and regional intergovernmental coordination and review agencies serving the metropolitan area. These agreements will prescribe the cooperative manner in which the transportation planning process will be coordinated and included in the comprehensively planned development of the area;
- (g) Perform such other tasks presently or hereafter required by state or federal law;
- (h) Execute certifications and agreements necessary to comply with state or federal law; and
- (i) Adopt operating rules and procedures.

ARTICLE 6 FUNDING; INVENTORY REPORT; RECORD-KEEPING

Section 6.01. Funding. The Department shall allocate to the MPO for performance of its transportation planning and programming duties, an appropriate amount of federal transportation planning funds consistent with the approved planning funds formula.

Section 6.02. Inventory report. The MPO agrees to inventory, to maintain records of and to insure proper use, control, and disposal of all nonexpendable tangible property acquired pursuant to funding under this Interlocal Agreement. This shall be done in accordance with the requirements of Title 23 CFR Part 420, Subpart A, Title 49 CFR Part 18, Subpart C, and all other applicable federal regulations.

Section 6.03. Record-keeping and document retention. The Department and the MPO shall prepare and retain all records in accordance with federal and state requirements, including but not limited to 23 CFR Part 420, Subpart A, 49 CFR Part 18, Subpart C, 49 CFR §18.42, and Chapter 119, F.S.

Section 6.04 Compliance with laws. All parties shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the parties in conjunction with this Agreement. Specifically, if a party is acting on behalf of a public agency the party shall:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the Department in order to perform the services being performed by the party.
- (b) Provide the public with access to public records on the same terms and conditions that the Department would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the Department all public records in possession of the party upon termination of the Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Department in a format that is compatible with the information technology systems of the Department.

ARTICLE 7 MISCELLANEOUS PROVISIONS

Section 7.01. Constitutional or statutory duties and responsibilities of parties. This Interlocal Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Interlocal Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Interlocal Agreement or any legal or administrative entity created or authorized by this Interlocal Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 7.02. Amendment of Interlocal Agreement. Amendments or modifications of this Interlocal Agreement may only be made by written agreement signed by all parties here to with the same formalities as the original Interlocal Agreement. No amendment may alter the apportionment or jurisdictional boundaries of the MPO without approval by the Governor.

Section 7.03. Duration; withdrawal procedure.

- (a) Duration. This Interlocal Agreement shall remain in effect until terminated by the parties to this Interlocal Agreement. The Interlocal Agreement shall be reviewed by the parties at least every five years, concurrent with the decennial census, and/or concurrent with a new Federal Reauthorization bill, and updated as necessary.
- (b) Withdrawal procedure. Any party, except Pinellas County and the City of St. Petersburg, as the United States Bureau of the Census designated largest incorporated city, may withdraw from this

Interlocal Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Interlocal Agreement and the MPO, at least 90 days prior to the intended date of withdrawal. Upon receipt of the intended notice of withdrawal:

- (1) The withdrawing member and the MPO shall execute a memorandum reflecting the withdrawal of the member and alteration of the list of member governments that are signatories to this Interlocal Agreement. The memorandum shall be filed in the Office of the Clerk of the Circuit Court of each county in which a party hereto is located; and
- (2) The MPO shall contact The Office of the Governor and the Governor, with the agreement of the remaining members of the MPO, shall determine whether any reapportionment of the membership is appropriate. The Governor and the MPO shall review the previous MPO designation, applicable federal, state and local law, and MPO rules for appropriate revision. In the event that another entity is to be afforded membership in the place of the member withdrawing from the MPO, the parties acknowledge that pursuant to Title 23 CFR §450.310(1)(2), adding membership to the MPO does not automatically require redesignation of the MPO. In the event that a party who is not a signatory to this Interlocal Agreement is afforded membership in the MPO, membership shall not become effective until this Interlocal Agreement is amended to reflect that the new member has joined the MPO.

Section 7.04. Notices. All notices, demands and correspondence required or provided for under this Interlocal Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice required to be given shall be addressed as follows:

See Exhibit A (attached) for the address of record for all signatories to this Interlocal Agreement.

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and other pertinent correspondence shall be addressed and transmitted to the new address.

Section 7.05. Interpretation.

- (a) Drafters of the Interlocal Agreement. The Department and the members of the MPO were each represented by or afforded the opportunity for representation by legal counsel and participated in the drafting of this Interlocal Agreement and in choice of wording. Consequently, no provision should be more strongly construed against any party as drafter of this Interlocal Agreement.
- (b) Severability. Invalidation of any one of the provisions of this Interlocal Agreement or any part, clause or word, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.
- (c) Rules of construction. In interpreting this Interlocal Agreement, the following rules of construction shall apply unless the context indicates otherwise:
 - (1) The singular of any word or term includes the plural;
 - (2) The masculine gender includes the feminine gender; and
 - (3) The word "shall" is mandatory, and "may" is permissive.

Section 7.06. Enforcement by parties hereto. In the event of any judicial or administrative action to enforce or interpret this Interlocal Agreement by any party hereto, each party shall bear its own costs and attorney's fees in connection with such proceeding.

Section 7.07. Interlocal Agreement execution; Use of counterpart signature pages. This Interlocal Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 7.08. Effective date; Cost of recordation.

- (a) Effective date. This Interlocal Agreement shall become effective upon its filing in the Office of the Clerk of the Circuit Court of each county in which a party hereto is located. Any amendment hereto shall become effective only upon its filing in the Office of the Clerk of the Circuit Court for each county in which a party hereto is located.
- (b) Recordation. The MPO hereby agrees to pay for any costs of recordation or filing of this Interlocal Agreement in the Office of the Circuit Court for each county in which a party is hereto located. The recorded or filed original, or any amendment, shall be returned to the MPO for filing in its records.

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced legal entities and hereby re-establish the above designated MPO.

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF BELLEAIR

PINELLAS COUNTY, FLORIDA

BY: 
Gary H. Katica

TITLE: Mayor

ATTEST: 
Donna Carlen

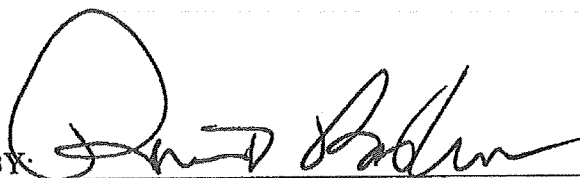
TITLE: Town Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

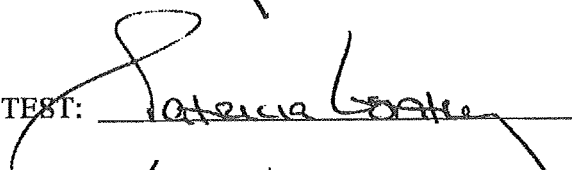
Signed, Sealed and Delivered in the presence of:

CITY OF BELLEAIR BEACH

PINELLAS COUNTY, FLORIDA

BY:  _____

TITLE: Mayor _____

ATTEST:  _____

TITLE: City Clerk _____
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

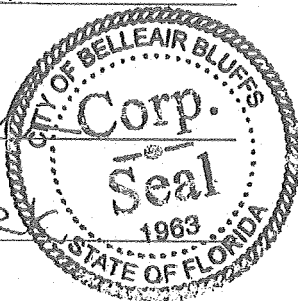
Signed, Sealed and Delivered in the presence of:

CITY OF BELLEAIR BLUFFS

PINELLAS COUNTY, FLORIDA

BY: Joseph A. Barbiley Jr.
TITLE: VICE-MAYOR

ATTEST: Donna Allen
TITLE: CITY CLERK
(Seal)



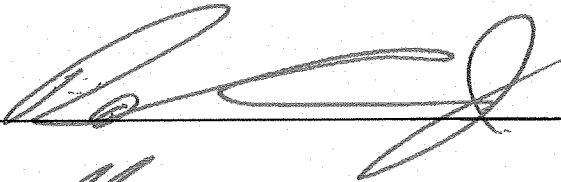
Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF BELLEAIR SHORE

PINELLAS COUNTY, FLORIDA

BY: _____



TITLE: _____

Mayor

ATTEST: _____

TITLE: _____

(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF CLEARWATER

PINELLAS COUNTY, FLORIDA

BY: SEE BELOW

TITLE: _____

ATTEST: _____

TITLE: _____

(Seal)

Countersigned:

CITY OF CLEARWATER, FLORIDA

-geonencrekos

George N. Cretokos
Mayor

By: William B. Horne II

William B. Horne II
City Manager

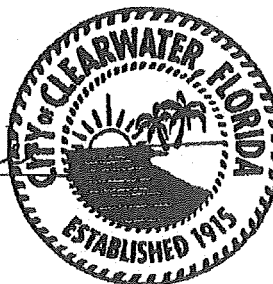
Approved as to form

Camilo A. Soto
Assistant City Attorney

Attest:

Rosemarie Call

Rosemarie Call
City Clerk



I hereby certify that this is a true and correct copy of the original as it appears in the files of the City of Clearwater. Witness my hand and official seal of the City of Clearwater.
This 11 day of September, 2014
Rosemarie Call
City Clerk

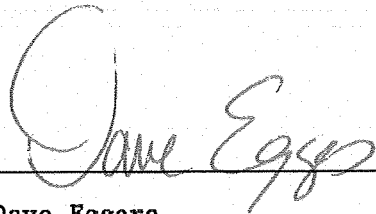
Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF DUNEDIN

PINELLAS COUNTY, FLORIDA

BY: _____



Dave Eggers
Mayor

TITLE: _____

ATTEST: _____



Denise M. Schlegel
City Clerk

TITLE: _____

(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF GULFPORT

PINELLAS COUNTY, FLORIDA

BY: *Thomas E. O'Billy*

TITLE: *City Manager*

ATTEST: *Lesley Denger*

TITLE: *City Clerk*
(Seal)

Approved as to Form

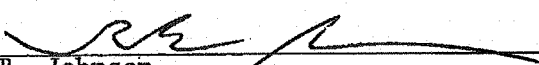
Andrew Salzman
Andrew Salzman, City Attorney

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF INDIAN ROCKS BEACH

PINELLAS COUNTY, FLORIDA

BY: 
R.B. Johnson

TITLE: Mayor-Commissioner

ATTEST: 
Deanne B. O'Reilly

TITLE: City Clerk
(Seal) R2014-60

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

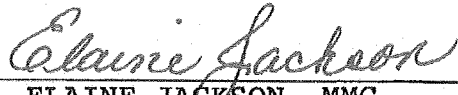
Signed, Sealed and Delivered in the presence of:

TOWN OF INDIAN SHORES

PINELLAS COUNTY, FLORIDA

BY: 
JAMES J. LAWRENCE

TITLE: MAYOR

ATTEST: 
ELAINE JACKSON, MMC

TITLE: TOWN CLERK
(Seal)

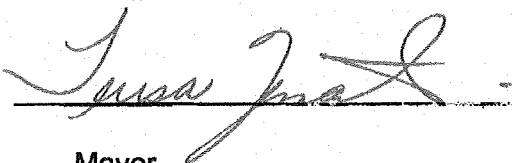
Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF KENNETH CITY

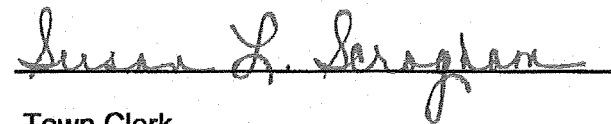
PINELLAS COUNTY, FLORIDA

BY: _____



TITLE: Mayor

ATTEST: _____



Town Clerk

TITLE: _____

(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF LARGO

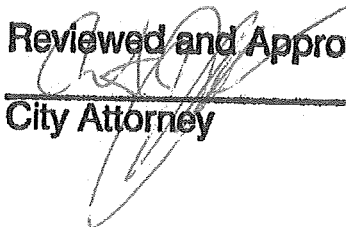
PINELLAS COUNTY, FLORIDA

BY: 

TITLE: Mayor

ATTEST: 

TITLE: CITY CLERK
(Seal)

Reviewed and Approved:

City Attorney

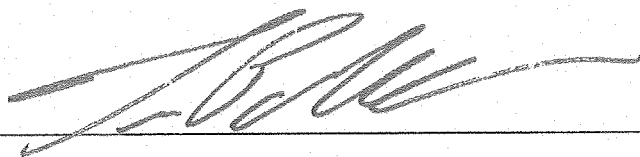
Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF MADEIRA BEACH

PINELLAS COUNTY, FLORIDA

BY: _____



TITLE: Mayor

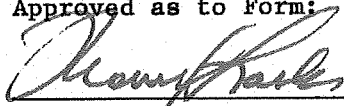
ATTEST: _____



TITLE: City Clerk

(Seal)

Approved as to Form:



Thomas Trask, City Attorney

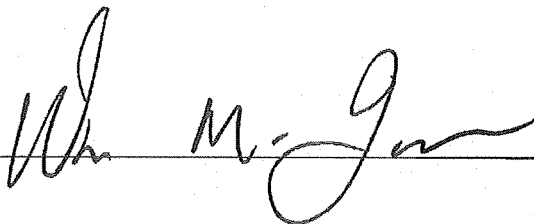
Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF NORTH REDINGTON BEACH

PINELLAS COUNTY, FLORIDA

BY: _____



TITLE: _____

Mayor

ATTEST: _____

TITLE: _____

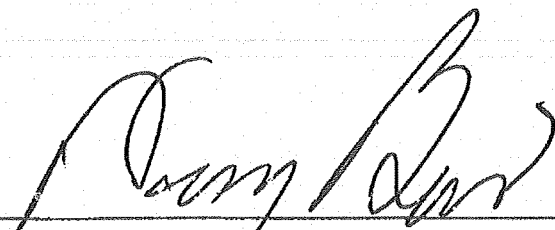
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

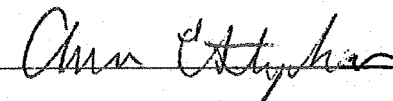
Signed, Sealed and Delivered in the presence of:

CITY OF OLDSMAR

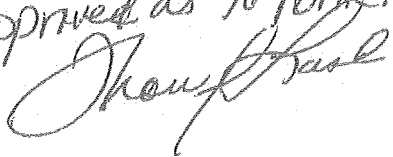
PINELLAS COUNTY, FLORIDA

BY: 

TITLE: Mayor

ATTEST: 

TITLE: City Clerk
(Seal)

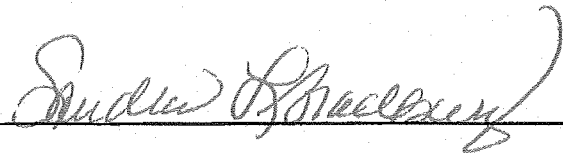
Approved as to form:


Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF PINELLAS PARK

PINELLAS COUNTY, FLORIDA

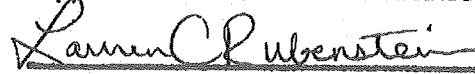
BY: 

TITLE: Mayor, Sandra L. Bradbury

ATTEST: 

TITLE: City Clerk, Diane M. Corna
(Seal)

Approved as to form and correctness:


FOR City Attorney, James W. Denhardt
City of Pinellas Park

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF REDINGTON BEACH

PINELLAS COUNTY, FLORIDA

BY: Jan A. [Signature]

TITLE: Mayor

ATTEST: Missy Clarke

TITLE: Town Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

TOWN OF REDINGTON SHORES

PINELLAS COUNTY, FLORIDA

BY: Bert Pulido

TITLE: MAYOR

ATTEST: Mary F Palma

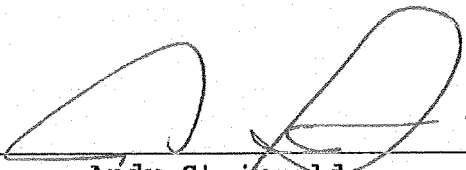
TITLE: Town clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF SAFETY HARBOR

PINELLAS COUNTY, FLORIDA

BY: 
Andy Steingold

TITLE: Mayor

ATTEST: 
Karen Sammons

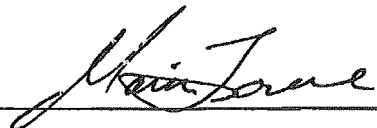
TITLE: City Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

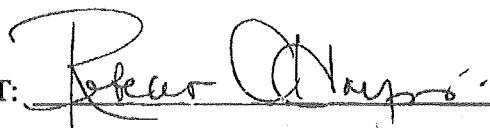
Signed, Sealed and Delivered in the presence of:

CITY OF ST PETE BEACH

PINELLAS COUNTY, FLORIDA

BY: 

TITLE: Mayor

ATTEST: 

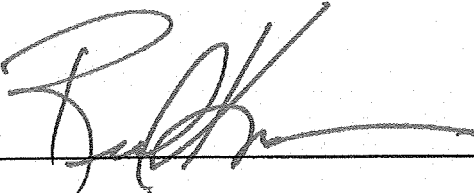
TITLE: City Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF ST. PETERSBURG

PINELLAS COUNTY, FLORIDA

BY: 

TITLE: Mayor

ATTEST: 
Chandrahassa Srinivasa

TITLE: City Clerk
(Seal)



Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF SEMINOLE

PINELLAS COUNTY, FLORIDA

BY: Juan L. Comundo

TITLE: City Manager

ATTEST: Rose Benoit

TITLE: City Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF SOUTH PASADENA

PINELLAS COUNTY, FLORIDA

BY: Don Calabu

TITLE: MAYOR

ATTEST: Corey Lewis

TITLE: CITY CLERK
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF TARPON SPRINGS

PINELLAS COUNTY, FLORIDA

BY: David O. Ache

TITLE: Mayor

ATTEST: Jane S. [Signature]

TITLE: City Clerk & Collector
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

CITY OF TREASURE ISLAND

PINELLAS COUNTY, FLORIDA

BY: Robert Manning

TITLE: Mayor

ATTEST: Dawn Foss

TITLE: City Clerk
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

BOARD OF COUNTY COMMISSIONERS

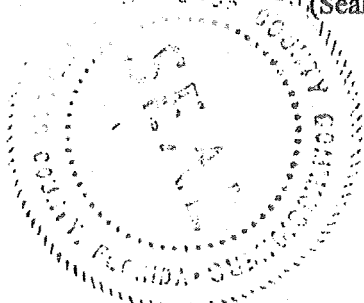
PINELLAS COUNTY, FLORIDA

BY: Karen Williams Seel

TITLE: Chairman, Pinellas County Commission

ATTEST: Norman R. Long

TITLE: Deputy Clerk, for Ken Burke, Clerk
(Seal)



APPROVED AS TO FORM
OFFICE OF COUNTY ATTORNEY

By [Signature]
Attorney

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization

Signed, Sealed and Delivered in the presence of:

PINELLAS SUNCOAST TRANSIT AUTHORITY

PINELLAS COUNTY, FLORIDA

BY: Kenneth T. Will

TITLE: PSTA Chairperson

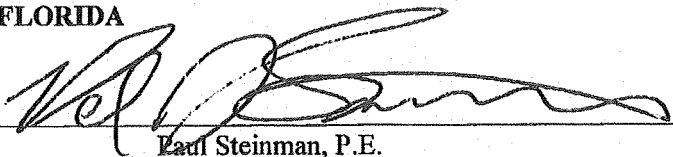
ATTEST: [Signature]

TITLE: PSTA CEO
(Seal)

Interlocal Agreement to Re-establish the Pinellas County Metropolitan Planning Organization.

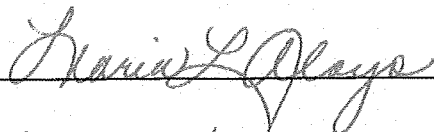
Signed, Sealed and delivered in the presence of:

**DISTRICT SEVEN
FLORIDA DEPARTMENT OF TRANSPORTATION
TAMPA, FLORIDA**

BY: 
Paul Steinman, P.E.

TITLE: District Seven Secretary

DATE: 10/15/14

ATTEST: 

TITLE: Executive Assistant

APPROVED AS TO LEGAL FORM AND SUFFICIENCY
Florida Department of Transportation

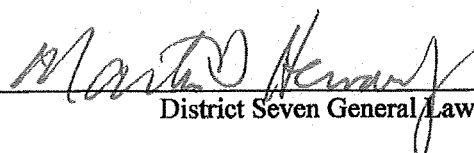

District Seven General Law Office

Exhibit A

Mayor Gary Katica
Town of Belleair
901 Ponce DeLeon Boulevard
Belleair, FL 33756-1096

Mayor Rob Baldwin
City of Belleair Beach
444 Causeway Boulevard
Belleair Beach, FL 33786-3399

Mayor Chris Arbutine
City of Belleair Bluffs
2747 Sunset Boulevard
Belleair Bluffs, FL 33770-1978

Mayor Robert E. Schmidt, Jr.
Town of Belleair Shore
1460 Gulf Boulevard
Belleair Shore, FL 33786-3351

Mayor George Cretekos
City of Clearwater
112 South Osceola Avenue
Clearwater, FL 33756-5106

Mayor Dave Eggers
City of Dunedin
542 Main Street
Dunedin, FL 34698

Mayor Samuel Henderson
City of Gulfport
2401 53rd Street South
Gulfport, FL 33737

Mayor R.B. Johnson
City of Indian Rocks Beach
1507 Bay Palm Boulevard
Indian Rocks Beach, FL 33785-2899

Mayor James Lawrence
Town of Indian Shores
19305 Gulf Boulevard
Indian Shores, FL 33785-2257

Mayor Teresa Zemaitis
Town of Kenneth City
6000 54th Avenue North
Kenneth City, FL 33709-3699

Mayor Pat Gerard
City of Largo
201 Highland Avenue NE
Largo, FL 33770-2512

Mayor Travis Palladeno
City of Madeira Beach
300 Municipal Drive
Madeira Beach, FL 33708-1916

Mayor William Queen
Town of North Redington Beach
190 173rd Avenue
North Redington Beach, FL 33708-1397

Mayor Doug Bevis
City Oldsmar
100 State Street West
Oldsmar, FL 34677-3655

Mayor Sandra Bradbury
City of Pinellas Park
5141 78th Avenue North
Pinellas Park, FL 33781-2456

Mayor James "Nick" Simons
Town of Redington Beach
105 164th Avenue
Redington Beach, FL 33708-1519

Mayor Bert Adams
Town of Redington Shores
17425 Gulf Boulevard
Redington Shores, FL 33708-1299

Mayor Andy Steingold
City of Safety Harbor
750 Main Street
Safety Harbor, FL 34695-3597

Mayor Maria Lowe
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706-1701

Mayor Rick Kriseman
City of St. Petersburg
175 5th Street North
St. Petersburg, FL 33701-3708

Mayor Leslie Waters
City of Seminole
9199 113th Street North
Seminole, FL 33772-5226

Mayor Dan Calabria
City of South Pasadena
7047 Sunset Drive South
South Pasadena, FL 33707-2895

Mayor David Archie
City of Tarpon Springs
324 Pine Street East
Tarpon Springs, FL 34689-5004

Mayor Bob Minning
City of Treasure Island
120 108th Avenue
Treasure Island, FL 33706-4702

Mr. Brad Miller, CEO
Pinellas Suncoast Transit Authority
3201 Scherer Drive
St. Petersburg, FL 33716

Mr. Paul Steinman, District VII Secretary
Florida Department of Transportation
District VII
11201 N. McKinley Drive, MS #7-100
Tampa, FL 33612

Commissioner Karen Seel, Chairman
Pinellas County
Board of County Commissioners
315 Court Street
Clearwater, FL 33756-5165

EXHIBIT A

PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO) MEMBERSHIP REAPPORTIONMENT PLAN

Approved by the Forward Pinellas Board on August 2, 2023

Urban Area Boundary

Pinellas County is located on the Gulf coast of central Florida. While comprised of 25 local government jurisdictions (24 municipalities and an unincorporated area) and approximately 280 square miles in size, Pinellas is geographically the second smallest county in Florida. According to the United States Bureau of the Census, the entire county is urbanized and with a 2020 population of 959,107 it is Florida's most densely populated county. This is an increase from 916,542 in 2010, representing a 4.4% increase overall during the ten-year period.

Figure 1: Forward Pinellas Urban Boundary

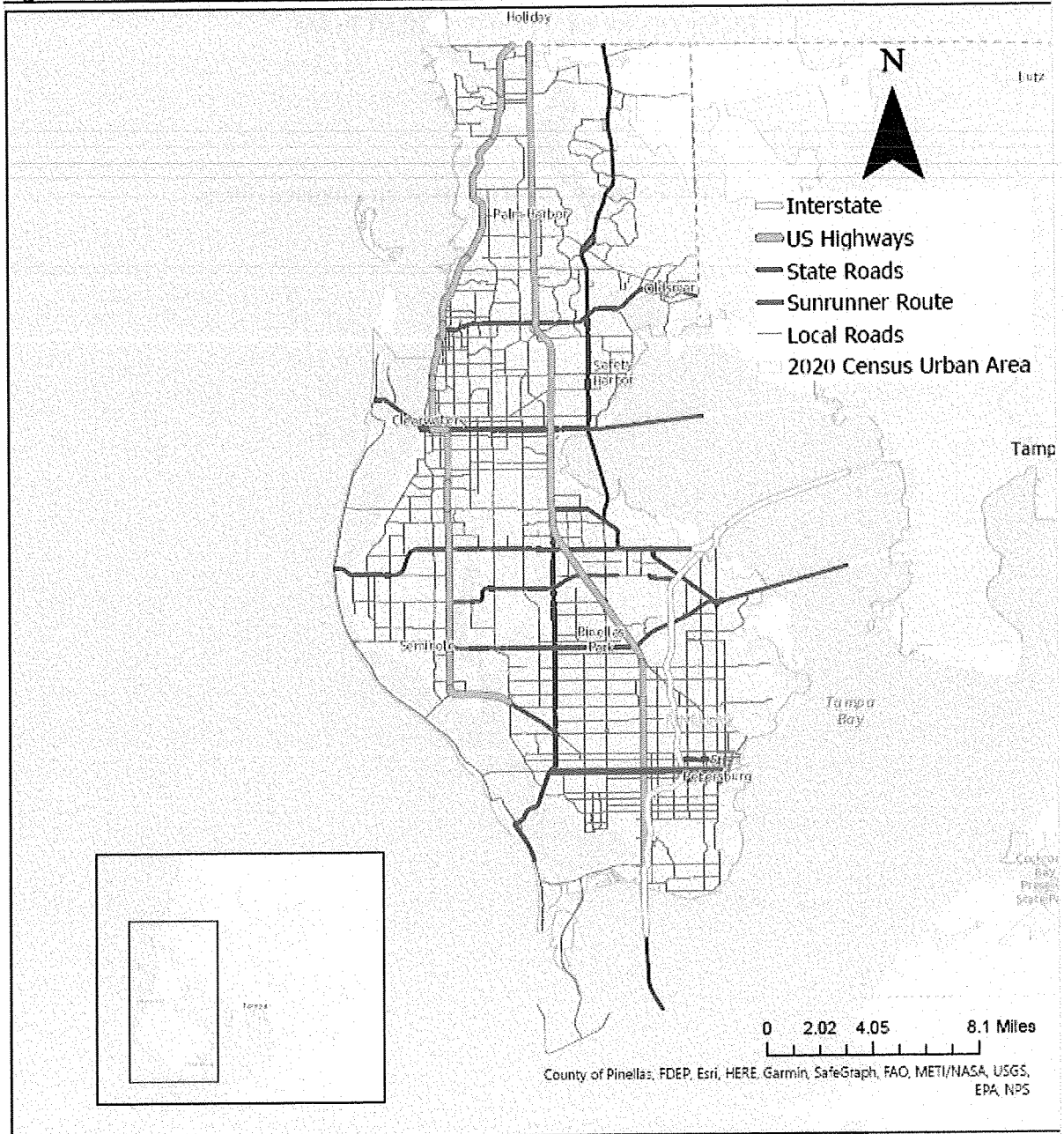


Table 1: Forward Pinellas 2010 and 2020 Population by Jurisdiction

	2010 Population	2020 Population
Belleair	3,869	4,273
Belleair Beach	1,560	1,633
Belleair Bluffs	2,031	2,311
Belleair Shore	109	73
Clearwater	107,685	117,292
Dunedin	35,321	36,068
Gulfport	12,029	11,783
Indian Rocks Beach	4,113	3,673
Indian Shores	1,420	1,190
Kenneth City	4,980	5,047
Largo	77,648	82,485
Madeira Beach	4,263	3,895
North Redington Beach	1,417	1,495
Oldsmar	13,591	14,898
Pinellas Park	49,079	53,093
Redington Beach	1,427	1,376
Redington Shores	2,121	2,176
Safety Harbor	16,884	17,072
St. Pete Beach	9,346	8,879
St. Petersburg	244,769	258,308
Seminole	1,7233	19,364
South Pasadena	4,964	5,353
Tarpon Springs	23,484	25,117
Treasure Island	6,705	6,584
UNINCORPORATED	270,494	275,669
Total Population	916,542	959,107

Source: 2010 and 2020 Census

Federal and State Law

Federal law (Title 23 Code of Federal Regulations, Part 450) provides that a metropolitan planning organization shall be designated for each urbanized area with a population of more than 50,000 individuals. The Pinellas County Metropolitan Planning Organization (MPO) was created in 1977 pursuant to the provisions of federal rules and regulations and companion state laws. Chapter 339, Subsection 339.175(3)(a), F.S., provides that the voting membership of a metropolitan planning organization shall consist of not fewer than five or more than 25 apportioned members, the exact number to be determined on an equitable geographic-population ratio basis, based on an agreement among the affected units of general-purpose local government and the Governor, as required by federal regulations.

The Governor, in accordance with 23 U.S.C. s.134, may provide for MPO members who represent municipalities to alternate with representatives from other municipalities within the metropolitan planning area that do not have members on the MPO. With some exceptions, County Commission members shall comprise not less than one-third of the MPO membership. One exception is in metropolitan areas, wherein Section 339.175(3)(b), F.S., allows voting membership on the MPO for authorities or other agencies not under the jurisdiction of a general-purpose local government represented on the MPO, which have been created by law to perform transportation functions and are performing such functions. In Pinellas County, the Pinellas Suncoast Transit Authority (PSTA) is such an authority. Because the PSTA has membership on the MPO, the County Commission representation is reduced to at least 20% of the voting membership, as allowed by law. All voting members shall be elected officials of general-purpose local government.

Section 339.175(4) F.S., provides that the Governor, with the agreement of the affected units of general-purpose local government as required by federal rules and regulations, apportion the membership on the applicable MPO among the various governmental entities within the area.

Current MPO Board Composition

Presently, the MPO is comprised of 13 voting members, representing the 24 municipal governments, the Pinellas County Commission and PSTA. One municipal government seat is shared by three north county cities (Oldsmar, Safety Harbor, and Tarpon Springs), one seat is shared by the inland cities (Belleair, Belleair Bluffs, Gulfport, Kenneth City, Seminole and South Pasadena) and one seat is shared by the beach communities (Belleair Beach, Belleair Shore, Indian Rocks Beach, Indian Shores, Madeira Beach, North Redington Beach, Redington Beach, Redington Shores, St. Pete Beach and Treasure Island). On the current board, the County Commission represents the unincorporated area of Pinellas. In addition, the District Seven Secretary for the Florida Department of Transportation, or a designee, serves as a non-voting technical advisor to the MPO.

Proposed MPO Board Composition

Consistent with the board action taken on August 2, 2023, the MPO proposes to reapportion its board membership by adding six additional seats, for a total of 19 board members. This reapportionment is proposed to reflect a desire by our local communities that share seats to have longer, and more frequent, opportunities to serve, while also re-balancing the weight of the votes for our jurisdictions following the 2020 Decennial Census. Our experience since 2014 is that two-year terms for rotating seats is insufficient for members to gain knowledge to be as effective as other members, and it also inhibits leadership opportunities on the board. Two additional seats for the City of St. Petersburg and one additional seat for the City of Clearwater are also being added to reflect the relative number of residents in those jurisdictions, a new seat is being created for the City of Tarpon Springs and an additional seat is being added for the Board of

County Commissioners (BCC) to ensure a minimum of 20% of the vote be retained for the BCC, per State Statute. To develop the Reapportionment Plan, population numbers from the 2020 Census were utilized.

The 10 beach communities located along Gulf Boulevard (referenced above), plus the City of Clearwater, formed a consortium in January 1990 called the Barrier Islands Government Council, Inc. (a.k.a. the BIG-C). By agreement of the consortium members in 2011, the following provisions for appointments have been established for the seat to be rotated among the municipalities:

- The appointed elected official will serve a two-year term.
- The appointed elected official may be reappointed for up to four successive two-year terms, for a maximum term of eight years.
- The BIG-C (excluding Clearwater), by majority vote, shall recommend appointments from nominations of elected officials provided by individual member municipalities.
- The municipal government board on which the recommended elected official serves shall confirm the appointment and transmit the name of the appointee to the MPO; and
- If the appointed elected official is unable to complete their two-year term for any reason, the same procedure used for the original appointment by the BIG-C and the appointing municipality shall be followed.

This Reapportionment Plan creates an additional seat for the six inland municipalities (Belleair, Belleair Bluffs, Gulfport, Kenneth City, Seminole, and South Pasadena), providing more opportunities for those communities to have an opportunity to serve on the board.

One seat will be shared by Belleair, Belleair Bluffs, and Seminole. The following terms and rotational procedures for these alternating seats the members will share are as follows:

- The appointed elected official will serve a three-year term.
- The order of rotation will be Belleair, Belleair Bluffs, and Seminole.
- If a municipality decides to defer its term of appointment, the process will proceed to the next city in the order and the deferring city will go to the end of the rotational order.
- A municipality in a rotating seat may retain its seat beyond the normal 3-year cycle if the other two municipalities in the rotation agree to not appoint a member to the board from their respective jurisdiction.
- If the appointed elected official is unable to complete their three-year term, that municipality Commission/Council will appoint another elected official for the balance of the term.

One seat will be shared by Gulfport, Kenneth City and South Pasadena. The following terms and rotational procedures for these alternating seats the members will share are as follows:

- The appointed elected official will serve a three-year term.
- The order of rotation will be Gulfport, South Pasadena, Kenneth City.
- If a city decides to defer its term of appointment, the process will proceed to the next city in the order and the deferring city will go to the end of the rotational order.
- A municipality in a rotating seat may retain its seat beyond the normal 3-year cycle if the other two municipalities in the rotation agree to not appoint a member to the board from their respective jurisdiction.
- If the appointed elected official is unable to complete their three-year term, that City Commission/Council will appoint another elected official for the balance of the term.

One seat shall be shared by the municipalities of Oldsmar and Safety Harbor. The following terms and rotational procedures for these alternating seats the members will share are as follows:

- The appointed elected official will serve a three-year term.
- The order of rotation will be Oldsmar, Safety Harbor.
- If a city decides to defer its term of appointment, the process will proceed to the next city in the order and the deferring city will go to the end of the rotational order; and
- If the appointed elected official is unable to complete their three-year term, that City Commission/Council will appoint another elected official for the balance of the term.

Nonrotational seats will be apportioned as follows:

- Four seats for representatives from the Board of County Commissioners, one of which must be from an At-Large District
- Four seats for representatives from the City of St. Petersburg
- Two seats for representatives from the City of Clearwater
- One seat for a representative from the City of Largo
- One seat for a representative from the City of Pinellas Park
- One seat for a representative from the City of Dunedin
- One seat for a representative from the City of Tarpon Springs
- One seat for a representative from the Pinellas Suncoast Transit Authority

The District Seven Secretary for FDOT, or a designee, will continue to serve as a non-voting technical advisor to the MPO.

Table 2: Forward Pinellas Apportionment Plan

Jurisdiction	Number of Votes	Percent of Population	Percent of Vote
BCC	4	28.7%	21.1%
St. Pete	4	26.9%	21.1%
Clearwater	2	12.2%	10.5%
Largo	1	8.6%	5.3%
Pinellas Park	1	5.5%	5.3%
Beaches	1	3.2%	5.3%
Dunedin	1	3.8%	5.3%
Tarpon Springs	1	2.6%	5.3%
Oldsmar, Safety Harbor	1	3.4%	5.3%
Belleair, Belleair Bluffs, Seminole	1	2.7%	5.3%
Gulfport, Kenneth City, South Pasadena	1	2.3%	5.3%
PSTA	1	N/A	5.3%

Membership

All voting representatives shall be elected officials of general-purpose local governments, except, to the extent that the MPO includes, as part of its apportioned voting membership, a member of a statutorily authorized planning board or an official of an agency that operates or administers a major mode of transportation. All individuals acting as a representative of the governing board of the County, the city or authority shall first be selected by said governing board.

The voting membership of an MPO shall consist of not fewer than five or more than 19 apportioned members, the exact number to be determined on an equitable geographic-population ratio basis by the Governor, based on an agreement among the affected units of general-purpose local government as required by federal rules and regulations and shall be in compliance with 339.175(3) F.S.

In the event that a governmental entity that is a member of the MPO fails to fill an assigned appointment to the MPO within sixty days after notification by the Governor of its duty to appoint a representative, the appointment shall then be made by the Governor from the eligible individuals of that governmental entity.

Terms

Unless otherwise outlined, the term of office of members of the MPO shall be four years and shall begin on January 1st of the calendar year, or as early as possible in the calendar year, depending upon election cycles, and concluding at the end of the calendar year. The membership of a member who is a public official automatically terminates upon said official leaving the elective or appointive office for any reason, or may be terminated by a majority vote of the total membership of the governmental entity represented by the member, or the BIG-C for the beach communities. A vacancy shall be filled by the original appointing entity for the duration of the term.

Jurisdiction	Number of Votes	Percent of Population	Percent of Vote
BCC	4	28.7%	21.1%
St. Pete	4	26.9%	21.1%
Clearwater	2	12.2%	10.5%
Largo	1	8.6%	5.3%
Pinellas Park	1	5.5%	5.3%
Beaches	1	3.2%	5.3%
Dunedin	1	3.8%	5.3%
Tarpon Springs	1	2.6%	5.3%
Oldsmar, Safety Harbor	1	3.4%	5.3%
Belleair, Belleair Bluffs, Seminole	1	2.7%	5.3%
Gulfport, Kenneth City, South Pasadena	1	2.3%	5.3%
PSTA	1	N/A	5.3%
Total:	19	100.0%	100.0%

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Authorize the City Manager to enter into a purchase agreement with All Roads Kenworth, LLC, utilizing the Florida Sheriff's Association Cooperative Purchasing Program, to purchase a 2025 Kenworth T480 with IMT Dominator III crane truck in the amount of \$317,009

Action Request: Motion to authorize the City Manager to enter into a purchase agreement with All Roads Kenworth, LLC, utilizing the Florida Sheriff's Association Cooperative Purchasing Program, to purchase a 2025 Kenworth T480 with IMT Dominator III crane truck in the amount of \$317,009.00.

Strategic Objective: Internal Operations

Date: September 23, 2024

Prepared By: Mike Clarke, Public Works Director

Through: Frances Robustelli, City Manager

Summary of Issue: The purchase of a Kenworth T480 with IMT Dominator III Service Body and 12K Crane is recommended to replace the 2011 Ford F-350 Crane Truck, vehicle ID PW162, which includes both an upsized crane and truck chassis.

Staff recommends replacing the existing crane with an upsized crane capable of pulling the pumps located in the wet wells at the pump and lift stations. Over the past six years, the City has rehabilitated two pump stations and sixteen lift stations. Many of the rehabilitations include higher capacity pumps, which are larger and heavier than the original pumps. Of the twenty-two pump and lift stations in the sanitary and stormwater conveyance systems, the existing crane truck is not strong enough and/or does not have the reach distance necessary to pull the pumps from nine of the stations.

Annual pump station and lift station maintenance includes pump inspections that require the pumps to

be lifted out of the wet wells to the surface for inspection. In addition to scheduled maintenance tasks, the pumps may need to be pulled in the event of an emergency pump repair. The most common occurrence is the impeller becomes entangled by clothing, rope, and other debris.

Funding:

The item is budgeted and funding is available in Stormwater Fund – Equipment (103-5641) for \$317,009

Attachments:

1. All Roads Kenworth, LLC Quotation pg1 091824

May 24, 2024



All Roads Kenworth, LLC
2909 South Andrews Avenue,
Fort Lauderdale, FL 33316
Mike Crawford 352-427-5462
mcrawford@allroadstrucks.com

City of St. Pete Beach
7581 Boca Ciega Dr,
St. Pete Beach FL 33706
Attn: Kaitlyn Roy Nielsen
Operations Manager
Public Works Department
knielsen@stpetebeach.org

Florida Sheriffs Association
FSA23-VEH21.0 Item 47

Kenworth T380 / T480
30,000lb GVW Truck
with With IMT Dominator III Service
Body, 12K Crane, Compressor, Welder

Code	Bid Specification – Options	Price	Extension
Item #47	2025 Kenworth T380 Base Chassis	\$ 98,800.00	\$ 98,800.00
T480 35GVW	T480 Model Upgrade 35K GVW 13.2K FA, Susp. 23K Rear Axle, Susp. Includes: PX9 300HP Engine, Allison 3000RDS 6Sp Transmission, Double Frame	\$ 37,782.00	\$ 37,782.00
3531000	Driver Controlled Differential Lock	\$ 1,020.00	\$ 1,020.00
4010137/4210002	Front & Rear Tires: (6) 11R22.5 Michelin/Goodyear	\$ 2,251.00	\$ 2,251.00
5042338	Front / Rear Wheels: 22.5 X 8.25 Aluminum (6)	\$ 1,477.00	\$ 1,477.00
NSO35	IMT Dominator III Service Body + Model 12000 Series Crane + Air Compressor + Welder Mark up includes Feight Storage & FSA Fees Cost = \$159,708 Reference Quote Attached + 10% =	\$ 175,679.00	\$ 175,679.00
	NOTE: Body lead time is 2nd Quarter 2025 pricing on this quote will be held as long as PO is issued By 6/30/2024		
	Note:All Options Include Florida Sheriffs Admin Fee		
Reference Attached:	Kenworth T480 Specs: QUO-1034307-G7S7J7 5 24 24 QT Equipment Quote 5-17-24		
Total Price		\$ 317,009.00	\$317,009.00



**FSA AWARDED
CONTRACT**

flsheriffs.org | 850-877-2165
cpp@flsheriffs.org

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Renewal of the Cybersecurity Insurance agreement with Brown & Brown, covering the period October 1, 2024, through September 30, 2025, in the amount of \$45,588.00, and authorize the City Manager to execute the agreement.

Action Request: Motion to authorize the City Manager to renew the Cybersecurity Insurance agreement with Brown & Brown, covering the period October 1, 2024, through September 30, 2025, in the amount of \$45,588.00.

Strategic Objective: Internal Operations

Date: September 23, 2024

Prepared By: Candyce Galloway

Through: Frances Robustelli, City Manager

Summary of Issue: The City's current cyber liability policy period ends with the fiscal year and authorization is requested to renew the cyber liability insurance policy through the current provider, Brown & Brown. The proposed coverage is the same as FY 2024.

Funding: The proposed coverage is accounted for in the FY 2025 Finance department budget under account code 5501-5450.

Attachments:

1. Cyber Insurance Renewal Agenda Memo 2024
2. St. Pete Beach Proposal 24-25

**St. Pete Beach City Commission
Agenda Report**

Action Request: Motion to renew the Cybersecurity Insurance agreement with Brown & Brown, covering the period October 1, 2024, through September 30, 2025, in the amount of \$45,588.00, and authorize the City Manager to execute the agreement.

Strategic Objective:

Date: September 23, 2024

Prepared By: Candyce Galloway, Chief Technology and Innovation Officer

Through: Frances Robustelli, City Manager

Summary of Issue: The City's current cyber liability policy period ends with the fiscal year and authorization is requested to renew the cyber liability insurance policy through the current provider, Brown & Brown. The proposed coverage is the same as FY 2024.

Funding: The proposed coverage is accounted for in the FY 2025 Finance department budget under account code 5501-5450.

Attachments: 1) City of St. Pete Beach Proposal 2024-2025

**Reviewed by the
City Manager:** _____

PUBLIC SECTOR

Insurance Proposal

October 1, 2024 – October 1, 2025

CITY OF ST. PETE BEACH



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Our Story

The Brown & Brown, Public Sector team is a highly-specialized unit of insurance advisors 100% trained to deliver industry-leading services to public entities in the State of Florida. Since 1992, we have continuously refined that specialization and enhanced our services, while becoming the largest public entity brokerage in Florida. Our team provides Property & Casualty and Employee Benefits services to governments from Key West to the Panhandle and represents more than 200 clients.

We have built our reputation by empowering our governmental clients to outperform their industry peers, lower their cost of risk, and enhance their insurance programs - all while staying within their annual budgetary constraints. Our team is committed to serve those who serve the public – and provide superior service to our clients, their staff, and their employees.



- Dedicated service team working exclusively for Florida local governments in all capacities surrounding risk and human resources
- Access to highly experienced public entity resources including Claims Team, Panel Counsel, Loss Control, Disaster Planning and Recovery, and Risk Management Specialists.
- Only retail office in Florida 100% committed to Florida's public entities
- Brown & Brown, Public Sector currently represents over 200 of Florida's governmental entities
 - 22 Counties
 - 70 Cities
 - 20 Public Airports
 - 7 Public School Districts
 - State of Florida

An Introduction to Your Service Team

Account Executives

Matt Montgomery Executive Vice President	(386) 239-7245	Matt.Montgomery@bbrown.com
Tiffany Hill, GBDS Vice President / Client Services Leader	(386) 281-6846	Tiffany.Hill@bbrown.com
Paul Dawson, ARM-P Senior Vice President / Public Risk Advisor	(386) 239-4045	Paul.Dawson@bbrown.com
Michelle Martin, CIC Senior Vice President / Public Risk Advisor	(386) 239-4047	Michelle.Martin@bbrown.com
Michelle Perry Vice President / Business Development	(386) 366-6378	Michelle.Perry@bbrown.com
Kyle Stoekel, ARM-P, CIC Public Risk Advisor	(386) 944-5805	Kyle.Stoekel@bbrown.com
Bill Wilson Public Risk Advisor	(386) 333-6058	Bill.Wilson@bbrown.com
Molly Grande, CPCU, ARM, CISR Account Executive	(386) 333-6084	Molly.Grande@bbrown.com
Devyn Donley Account Executive	(386) 239-4070	Devyn.Donley@bbrown.com
Robin Russell, ARM-P, CISR, CSRM Vice President / Account Executive	(386) 239-4044	Robin.Russell@bbrown.com
Victoria "Tori" Reedy Executive Coordinator	(386) 239-4043	Tori.Reedy@bbrown.com

Service Representatives

Emily Bailey Public Risk Specialist	(386) 333-6085	Emily.Bailey@bbrown.com
Melody Blake, ACSR Senior Public Risk Specialist	(386) 239-4050	Melody.Blake@bbrown.com
Taylor Brodeur Public Risk Specialist	(386) 361-5225	Taylor.Brodeur@bbrown.com
Jessica Conway Public Risk & Claims Specialist	(386) 333-6001	Jessica.Conway@bbrown.com
Patricia "Trish" Jenkins, CPSR Senior Public Risk Specialist	(386) 239-4042	Trish.Jenkins@bbrown.com

Certificate Requests: 179.certificates@bbrown.com

Claim Reporting: 179.claims@bbrown.com

Our Service Team philosophy focuses on accountability at all levels of account management. Our goal is not simply to meet your service needs, but to exceed them. All the employees at Brown & Brown are dedicated to achieving this goal and distinguishing ourselves from the competition.

Cyber Liability

Term: October 1, 2024 to October 1, 2025

Company: Arch Specialty Insurance Company
 (Rated A+ XV by A.M. Best) – Quota Share % of Loss – 30%
 Fortegra Specialty Insurance Company
 (Rated A- VIII by A.M. Best) – Quota Share % of Loss – 30%
 Ascot Specialty Insurance Company
 (Rated A+ XV by A.M. Best) – Quota Share % of Loss - 15%
 Aspen Specialty Insurance Company
 (Rated A XV by A.M. Best) – Quota Share % of Loss – 10%
 Allianz Underwriters Insurance Company
 (Rated A+ XV by A.M. Best) – Quota Share % of Loss – 15%

Form: Claims Made

Retro Date: Full Prior Acts

Continuity Date: October 1, 2021

Cyber Liability		
Aggregate Policy Limit of Liability	\$1,000,000	
Third Party Liability Insuring Agreement	Limit/Sub-Limit	Retention/Sub-Retention
Network and Information Security Liability	\$1,000,000	\$50,000
Regulatory Defense and Penalties	\$1,000,000	\$50,000
Multimedia Content Liability	\$1,000,000	\$50,000
PCI Fines and Assessments	\$1,000,000	\$50,000
First Party Insuring Agreement	Limit/Sub-Limit	Retention/Sub-Retention /Waiting Period
Breach Response	\$1,000,000	\$50,000
Crisis Management and Public Relations	\$1,000,000	\$50,000
Cyber Extortion	\$1,000,000	\$50,000
Business Interruption and Extra Expenses	\$1,000,000	\$50,000 i. Waiting period: 8 hours ii. Enhanced waiting period: 8 hours
Digital Asset Restoration	\$1,000,000	\$50,000
Funds Transfer Fraud	\$250,000	\$10,000

Cyber Liability

Coverage by Endorsement	Limit /Sub-Limit	Retention/Sub-Retention Each Claim
Reputation Repair	\$1,000,000	\$50,000
Computer Replacement	\$500,000	\$50,000
Service Fraud	\$100,000	\$20,000
Bodily Injury and Property Damage – 1st Party	\$250,000	\$50,000
Bodily Injury and Property Damage – 3rd Party	\$250,000	\$50,000
Pollution	\$250,000	\$50,000
Reputational Harm Loss	\$1,000,000 (Higher Limit not available)	Waiting Period: 14 Days
Breach Response Separate Limit Limit is separate from and in addition to the Aggregate Policy Limit of Liability	\$1,000,000	\$50,000

Notes of Importance:

1. This insurance is issued pursuant to the Florida Surplus Lines Laws. Entities insured by surplus lines carriers do not have the protection of the Florida Insurance Guaranty Act to the extent of any right of recovery for the obligation of an insolvent, unlicensed insurer.
2. Reputation Repair Endorsement amends F. Crisis Management and Public Relations; use of this limit reduces limit for F.
3. Pollution Endorsement amends A. Network and Information Security Liability (if selected) and B. Regulatory Defense and Penalties (if selected); use of this limit reduces the limit for A. and B.
4. Pre-Claim Assistance is a benefit included as part of the premium. See Section V. Claims Process, Pre-Claim Assistance of the Policy for more details.
5. If between the date of the quotation and the Effective Date of the proposed insurance contract, there is a material change in the condition of the Named Insured or if any notice of claim or circumstance giving rise to a claim is reported prior to the Effective Date of the proposed insurance contract, then the Named Insured must notify Coalition. Whether or not this quotation has already been accepted by the Named Insured, Coalition reserves the right to rescind this indication as of its Effective Date or modify the final terms and conditions of the quotation upon review of the information. Coalition also reserves the right to modify the final terms and conditions upon review of the information received in satisfaction of the aforementioned conditions.

Subject to:

1. **Currently signed and dated application within ten(10) day of the effective date of a binder or insurance coverage will not take effect.**

Cyber Liability

Forms & Endorsements (include but are not limited to):

Form #	Edition Date	Title
SP 14 797	02/21	Declarations
SP 14 798	04/19	Coalition Cyber Policy
SP 15 629	02/18	Quota Share Endorsement
SP 14 927	02/19	Service of Suit Endorsement
SP 14 799	11/17	Bodily Injury and Property Damage Endorsement – 1 st Party
SP 14 800	05/18	Bodily Injury and Property Damage Endorsement – 3 rd Party
SP 14 801	03/18	Pollution Endorsement
SP 14 802	11/17	Reputation Repair Endorsement
SP 17 514	04/19	Computer Replacement Endorsement
SP 16 383	07/18	Reputational Harm Loss Endorsement
SP 16 183	05/18	Service Fraud Endorsement
SP 17 252	02/19	Cap on Losses from Certified Acts of Terrorism
SP 17 255	02/20	Disclosure Pursuant to Terrorism Risk Insurance Act
SP 15 450SL	01/18	State Changes
SP 16 296	06/18	Breach Response Separate Limit Endorsement
SP 17 147	11/19	Regulatory Coverage Enhancement Endorsement – CCPA and GDPR
SP 16 777	09/18	Court Attendance Cost Reimbursement Endorsement
SP 16 670	08/18	Criminal Reward Coverage Endorsement
SP 17 274	02/19	Duty to Cooperate Endorsement
SP 17 813	08/19	Invoice Manipulation Endorsement
SP 17 814	08/19	Multi-Factor Authentication (MFA) Retention Reduction
SP 17 275	02/19	Your Obligations as an Insured Endorsement
SP 18 435	07/20	Phishing (Impersonation) and Proof of Loss Preparation Expense Endorsement
CYUSP 50EN 000009 01	02/23	Wrongful Collection and Biometric Privacy Exclusion
CYUSP 50EN 000004 01	10/22	\$0 Retention for Services from Coalition Incident Response
SP 15 439	01/18	Prior Knowledge Endorsement to Include Prior Incident
SP 14 805	11/17	Enhanced Waiting Period for Denial of Service
SP 20 837	08/22	Brown & Brown Cyber Policy Coverage Enhancement Endorsement
SP 15 377	12/17	General Change Endorsement
CYUSP-00NT- 000002-00	08/24	Signature Page – USA Allianz
CYUSP-00NT- 000006-00	09/22	Signature Page – Arch
CYUSP-00NT- 000004-00	09/22	Signature Page - Ascot
CYUSP-00NT- 000003-00	03/23	Signature Page - Fortegra
CYUSP-50NT- 000003-00	01/24	Signature Page – Aspen Specialty Insurance Company

Cyber Liability

Forms & Endorsements (include but are not limited to) cont.:

Form #	Edition Date	Title
CYUSP-50EN-000039-00	03/24	Affirmative AI Endorsement
CYUSP-50EN-000020-00	06/23	Amended Definition of Insured – Including Independent Contractors and Additional Insureds
SP 16 883	10/18	Betterment Endorsement
SP 16 003	04/18	Consent to Settlement Change Endorsement
SP 18 134	08/23	Enhanced Systems Failure Contingent Business Interruption Endorsement
CYUSP-50EN-000034-00	12/23	Non-IT Vendor Contingent Business Interruption Endorsement
SP 18 180	03/20	Primary for Breach Response Endorsement
SP 15 810	03/18	Waiver of Subrogation per Contract Endorsement

Claims Made Policy:

When a policy is on a claims-made basis, coverage triggers based on the actual filing date or receipt of the claim, in addition to the date of loss or injury. It handles any insured loss or claim filed during the policy period, regardless of when the actual loss or injury occurred, subject to the retroactive date on the declarations. Claims-made coverage applies only to covered losses that occur after the retroactive date.

Cyber Liability

Optional Extended Reporting Period:

In the event of cancellation or non-renewal of this Policy, by either the **named insured** or the **insurance company**, for reasons other than fraud or material misrepresentation in the **application** for this Policy, or non-payment of premium or Retention, the **named insured** will have the right, upon payment in full of an additional premium, to purchase an Optional Extended Reporting Period under this Policy, subject to all terms, conditions, limitations of, and any endorsements to this Policy, for a period of either:

- a. one year for an additional premium of 100% of the total annual premium; or
- b. two years for an additional premium of 150% of the total annual premium; or
- c. three years for an additional premium of 200% of the total annual premium

following the effective date of such cancellation or non-renewal.

Such Optional Extended Reporting Period applies only to a **claim** first made against you during the Optional Extended Reporting Period arising out of any act, error, or omission committed on or after the **retroactive date** and before the end of the **policy period**, subject to the Retention, Limits of Liability, exclusions, conditions, and other terms of this Policy. The offer of renewal terms, conditions, Limits of Liability, and/or premiums different from those of this Policy will not constitute a cancellation or refusal to renew.

The Optional Extended Reporting Period will terminate on the effective date and hour of any other insurance issued to the **named insured** or the **named insured's** successor that replaces in whole or in part the coverage afforded by the Optional Extended Reporting Period.

The **named insured's** right to purchase the Optional Extended Reporting Period must be exercised in writing no later than sixty (60) days following the cancellation or non-renewal date of this Policy, and must include payment of premium for the applicable Optional Extended Reporting Period as well as payment of all premiums due to **the insurance company**. If such written notice is not given to **the insurance company**, the **named insured** will not, at a later date, be able to exercise such right.

At the commencement of any Optional Extended Reporting Period, the entire premium thereafter will be deemed earned and in the event the **named insured** terminates the Optional Extended Reporting Period before its expiring date, **the insurance company** will not be liable to return any portion of the premium for the Optional Extended Reporting Period.

The fact that the time to report **claims** under this Policy may be extended by virtue of an Optional Extended Reporting Period will not in any way increase the Limits of Liability, and any amounts incurred during the Optional Extended Reporting Period will be part of, and not in addition to the Limits of Liability as stated in the Declarations. The Optional Extended Reporting Period will be renewable at the insurance company's sole option.

Premium Recapitulation

	<u>Annual Premium</u>	<u>Check Option</u>	
		<u>Accept</u>	<u>Reject</u>
Cyber Liability			
Premium	\$45,438.00		
Service Fee	\$150.00		
Total Premium	\$45,588.00	☐	☐

I authorize Brown & Brown to request the underwriters to bind coverage on the items indicated above and acknowledge receipt of the Compensation and Financial Condition Disclosure(s) provided in this proposal.

SIGN HERE

(Signature)

(Name & Title)

(Date)

Notes of Importance:

1. Quotes provided in the proposal are valid until 10/1/2024. After this date terms and conditions are subject to change by the underwriters.
2. **Premiums are subject to 100% minimum premium upon binding.**
3. Not all coverages requested may be provided in this quotation.
4. **The total premium is due within 30 days of inception. Premium financing can be arranged if needed.**
5. Quote is not bound until written orders to bind are received from the insured and the Company subsequently accepts the risk.
6. Should signed application reveal differing details/data than original application received, the entire quote/binder is subject to revision and possible retraction.
7. Higher limits of liability may be available. Please consult with your agent.
8. This proposal is based upon exposures to loss made known to the Brown & Brown. Any changes in exposures (i.e. new operations, new acquisitions of property or change in liability exposure) need to be promptly reported to us in order that proper coverage may be put into place.
9. **This proposal is intended to give a brief overview. Please refer to coverage agreements for complete information regarding definition of terms, deductibles, sub-limits, restrictions and exclusions that may apply. In the event of any differences, the policy will prevail.**

Retail Compensation Disclosure

In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

If an intermediary is utilized in the placement of coverage, the intermediary may or may not be owned in whole or part by Brown & Brown, Inc. or its subsidiaries. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Wholesale Insurance Broker/Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services is derived from your premium payment, which may on average be 15% of the premium you pay for coverage, and may include additional fees charged by the intermediary.

Questions and Information Requests. Should you have any questions, or require additional information, please contact this office at (386) 252-6176 or, if you prefer, submit your question or request online at <http://www.bbinsurance.com/customerinquiry/>.

Guide to Bests Ratings		
Best Category	Rating	Description
Secure	A++	Superior
Secure	A+	Superior
Secure	A	Excellent
Secure	A-	Excellent
Secure	B++	Very Good
Secure	B+	Very Good
Vulnerable	B	Fair
Vulnerable	B-	Fair
Vulnerable	C++	Marginal
Vulnerable	C+	Marginal
Vulnerable	C	Weak
Vulnerable	C-	Weak
Vulnerable	D	Poor
Vulnerable	E	Under Regulatory Supervision
Vulnerable	F	In Liquidation
Vulnerable	S	Rating Suspended
Not Rated	NR-1	Insufficient Data
Not Rated	NR-2	Insufficient Size and/or operating experience
Not Rated	NR-3	Rating Procedure Inapplicable
Not Rated	NR-4	Company Request
Not Rated	NR-5	Not Formally Followed
Rating Modifier	u	Under Review
Rating Modifier	q	Qualified
Affiliation Code	g	Group
Affiliation Code	p	Pooled
Affiliation Code	r	Reinsured

Guide to Best's Financial Size Categories		
Reflects size of insurance company based on their capital, surplus and conditional reserve funds in U.S. dollars.	I	Less than \$1,000,000
	II	\$1,000,000 - \$2,000,000
	III	\$2,000,000 - \$5,000,000
	IV	\$5,000,000 - \$10,000,000
	V	\$10,000,000 - \$25,000,000
	VI	\$25,000,000 - \$50,000,000
	VII	\$50,000,000 - \$100,000,000
	VIII	\$100,000,000 - \$250,000,000
	IX	\$250,000,000 - \$500,000,000
	X	\$500,000,000 - \$750,000,000
	XI	\$750,000,000 - \$1,000,000,000
	XII	\$1,000,000,000 - \$1,250,000,000
	XIII	\$1,250,000,000 - \$1,500,000,000
	XIV	\$1,500,000,000 - \$2,000,000,000
	XV	Greater than \$2,000,000,000

Brown & Brown always strives to place your coverage with highly secure insurance companies. We cannot, however, guarantee the financial stability of any carrier.

ELECTRONIC DISCLOSURE AND SIGNATURE, TERMS OF SERVICE, PRIVACY POLICY, AND SECURITY CONTACT CONSENTS**Electronic Signature and Electronic Delivery of Disclosures and Notices**

By signing below, you consent to use electronic communications, electronic records, and electronic signatures rather than paper documents for the forms provided on this web site. Those forms include:

- Insurance application
- Surplus Lines notices
- Insurance policy and other related documents
- All updates and details regarding your policy
- Responses to communications from you
- All changes and updates to these disclosures, notices, and documents

You understand that your electronic signature is legally binding, just as if you had signed a paper document. Your consent to use electronic signatures and documents applies to materials related to purchasing and effecting your insurance policy.

System Requirements

In order to use electronic signatures and to receive electronic communications, you must have

- a personal computer or other device that can connect to the Internet
- an e-mail address
- a web browser
- software that enables you to receive and view Portable Document Format (PDF) files, such as Adobe Acrobat Reader (available for a free download at <https://get.adobe.com/reader>)

Withdrawal of Electronic Acceptance of Disclosures and Notices

You may withdraw your consent to receive electronic communications at any time. If you wish to do so, you must email us at help@coalitioninc.com with the following subject line: "WITHDRAW ELECTRONIC CONSENT." The body of the email must include your name, policy number, effective and expiration dates of the policy, the effective date of your withdrawal, and whether you want (a) all communications to be in paper form and (b) your insurance policy to be sent to you in paper form.

Applicant Security Contact Information for Security Notifications

By providing the information below, you authorize Coalition to contact you in the event of a security event Coalition deems significant. These contact methods may include:

- E-mail
- Phone (including voicemail)
- Mail

Terms of Service and Privacy Policy

By signing below, you have read and agreed to Coalition's Terms of Service and Privacy Policy (available at <https://www.coalitioninc.com/legal/terms> and <https://www.coalitioninc.com/legal/privacy>).

Policyholder/Applicant's Signature: _____

SIGN HERE

Print Name of Authorized Representative: Candyce Galloway

Policyholder/Applicant's Phone Number: 7273639272

Title: CIO

Date: _____

Security Contact Email: cgalloway@stpetebeach.org

Security Contact Phone Number: 7273639272



Coalition Insurance Solutions, Inc.
FL License No. L100906
55 2nd St, Suite 2500
San Francisco, CA 94105
Producer Code: 1035616

CYBER POLICY RENEWAL APPLICATION

NOTICE: THIS POLICY'S LIABILITY INSURING AGREEMENTS PROVIDE COVERAGE ON A CLAIMS-MADE AND REPORTED BASIS AND APPLY ONLY TO CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD OR EXTENDED REPORTING PERIOD, IF PURCHASED, AND REPORTED TO THE INSURER IN ACCORDANCE WITH THE TERMS OF THE POLICY. THE LIMIT OF LIABILITY AVAILABLE TO PAY JUDGMENT OR SETTLEMENTS WILL BE REDUCED AND MAY BE EXHAUSTED BY AMOUNTS INCURRED FOR LEGAL DEFENSE AND CLAIMS EXPENSES. FURTHERMORE, AMOUNTS INCURRED FOR LEGAL DEFENSE AND CLAIMS EXPENSES WILL BE APPLIED AGAINST THE RETENTION.

IF A POLICY IS ISSUED, THIS APPLICATION WILL ATTACH TO AND BECOME PART OF THE POLICY. THEREFORE, IT IS IMPORTANT THAT ALL QUESTIONS ARE ANSWERED TRUTHFULLY AND ACCURATELY.

General Information

Named Insured	City of Saint Pete Beach
Website Domain(s)	stpetebeach.org
<i>Please list all website addresses including web and email domains</i>	
Address	155 Corey Avenue St. Pete Beach, FL 33706
Industry	State Level Government - Local Government
Number of Employees	51-250
Revenue (expected over the next 12 months)	\$37,154,811.00
Gross Profit / Net Revenue (expected over the next 12 months)	N/A

Attestation Questions	
1. Does City of Saint Pete Beach implement encryption on laptop computers, desktop computers, and other portable media devices?	Yes
2. Does City of Saint Pete Beach collect, process, store, transmit, or have access to any Payment Card Information (PCI), Personally Identifiable Information (PII), or Protected Health Information (PHI) other than employees of City of Saint Pete Beach?	Yes
2a. (If yes) What is the estimated annual volume of payment card transactions (credit cards, debit cards, etc.)?	<100,000
2b. (If yes) How many PII or PHI records does City of Saint Pete Beach collect, process, store, transmit, or have access to?	<100,000
3. Does City of Saint Pete Beach maintain at least weekly backups of all sensitive or otherwise critical data and all critical business systems offline or on a separate network?	Yes
4. For which of the following services does City of Saint Pete Beach enforce Multi-Factor Authentication (MFA)?	

a. Email	Yes
b. Virtual Private Network (VPN), Remote Desktop Protocol (RDP), RDWeb, RD Gateway, and other remote access	N/A - No remote access allowed
c. Network / cloud administration and other privileged user accounts	Yes
5. Does City of Saint Pete Beach require a secondary means of communication to validate the authenticity of funds transfers (ACH, wire, etc.) requests before processing a request in excess of \$25,000?	Yes
6. Within the last 3 years has City of Saint Pete Beach been subject to any complaints concerning the content of its website, advertising materials, social media, or other publications?	No
7. Does City of Saint Pete Beach enforce procedures to remove content (including third party content) that may infringe or violate any intellectual property or privacy right?	Yes



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San Francisco, CA 94105
Producer Code: 1035616

THE UNDERSIGNED AUTHORIZED REPRESENTATIVE OF THE APPLICANT DECLARES (1) THIS APPLICATION FORM HAS BEEN COMPLETED AFTER REASONABLE INQUIRY, (2) THE STATEMENTS SET FORTH HEREIN ARE TRUE AND COMPLETE TO THE BEST OF HIS/HER KNOWLEDGE, AND (3) THAT THESE DECLARATIONS ARE A MATERIAL INDUCEMENT TO THE UNDERWRITER TO PROVIDE A PROPOSAL FOR INSURANCE. THE UNDERSIGNED AUTHORIZED REPRESENTATIVE AGREES THAT IF THE INFORMATION SUPPLIED ON THIS APPLICATION CHANGES BETWEEN THE DATE OF THIS APPLICATION AND THE EFFECTIVE DATE OF THE INSURANCE, HE/SHE WILL, IN ORDER FOR THE INFORMATION TO BE ACCURATE ON THE EFFECTIVE DATE OF THE INSURANCE, IMMEDIATELY NOTIFY THE UNDERWRITER OF SUCH CHANGES, AND THE UNDERWRITER MAY WITHDRAW OR MODIFY ANY OUTSTANDING QUOTATIONS OR AUTHORIZATIONS OR AGREEMENTS TO BIND THE INSURANCE.

SHOULD THERE BE A MATERIAL MISSTATEMENT OR MISREPRESENTATION BY THE APPLICANT IN THIS APPLICATION FORM OR IN ANY OTHER MATERIALS FURNISHED TO THE INSURER AS PART OF THE UNDERWRITING PROCESS, THE INSURER SPECIFICALLY AND GENERALLY RESERVES ITS RIGHTS TO DISCLAIM ANY CLAIM OR INCIDENT THAT WAS BASED UPON, ARISES OUT OF, OR IS ANY WAY RELATING TO THAT MATERIAL MISSTATEMENT OR MISREPRESENTATION. ADDITIONALLY, THE INSURER RESERVES THE RIGHT TO RESCIND THE POLICY IN ACCORDANCE WITH THE LAWS OF ANY APPLICABLE JURISDICTION.

NOTHING CONTAINED HEREIN OR INCORPORATED HEREIN BY REFERENCE SHALL CONSTITUTE NOTICE OF A CLAIM OR POTENTIAL CLAIM SO AS TO TRIGGER COVERAGE UNDER ANY CONTRACT OF INSURANCE.

ALL WRITTEN STATEMENTS AND MATERIALS FURNISHED TO THE INSURER IN CONJUNCTION WITH THIS APPLICATION ARE HEREBY INCORPORATED BY REFERENCE INTO THIS APPLICATION AND MADE A PART HEREOF.

WARNING

ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE/SHE IS FACILITATING A FRAUD AGAINST THE INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT MAY BE GUILTY OF INSURANCE FRAUD.



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SIGN HERE	
Signature	Date
Candyce Galloway	
Print Name of Authorized Representative	
CIO	
Title	
cgalloway@stpetebeach.org	
Email	

NOTICE TO APPLICANTS

NOTICE TO ARIZONA APPLICANTS: For your protection Arizona law requires the following statement to appear on this form. "Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties."

NOTICE TO ARKANSAS APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment for a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO CALIFORNIA APPLICANTS: For your protection California law requires the following to appear on this form: "Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison."

NOTICE TO COLORADO APPLICANTS: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: Warning: it is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

NOTICE TO FLORIDA APPLICANTS: Any person who knowingly, and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete or misleading information is guilty of a felony of the third degree.

NOTICE TO HAWAII APPLICANTS: For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.

NOTICE TO KANSAS APPLICANTS: A person who knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral, or telephonic communication or statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto is guilty of fraud.

NOTICE TO KENTUCKY APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime.

NOTICE TO LOUISIANA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO MAINE APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purposes of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

NOTICE TO MARYLAND APPLICANTS: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO MINNESOTA APPLICANTS: A person who submits an application or files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

NOTICE TO NEW JERSEY APPLICANTS: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

NOTICE TO NEW HAMPSHIRE APPLICANTS: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud as provided in RSA 638:20.

NOTICE TO NEW MEXICO APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

NOTICE TO NEW YORK APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

NOTICE TO OHIO APPLICANTS: Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTICE TO OKLAHOMA APPLICANTS: WARNING: Any person who knowingly, and with intent to injure, defraud, or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO OREGON APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or another person, files an application for insurance or statement of claim containing any materially false information, or conceals information for the purpose of misleading, commits a fraudulent insurance act and may subject such person to criminal and civil penalties.

NOTICE TO PENNSYLVANIA APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.



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NOTICE TO RHODE ISLAND AND WEST VIRGINIA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO TENNESSEE, VIRGINIA AND WASHINGTON APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

NOTICE TO VERMONT APPLICANTS: Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Authorization of the City Manager to execute the Pinellas County Sheriff's Office interlocal agreement with the Pinellas County Sheriff's Office for law enforcement services from October 1, 2024 - September 30, 2025 for \$3,504,588.00.

Action Request: Authorization the City Manager to execute the interlocal agreement with the Pinellas County Sheriff's Office for law enforcement services from October 1, 2024 - September 30, 2025 for \$3,504,588.00.

Strategic Objective: Public Safety and Wellness

Date: September 23, 2024

Prepared By: Jennifer McMahon, Chief Operating Officer

Through: Frances Robustelli, City Manager

Summary of Issue: The Pinellas County Sheriff's Office has provided a proposal for fiscal year 2025 law enforcement services. The city's budget reflects the 6.64% contract increase due to personnel cost increases. The regular patrol and Community Police Officers will remain at the current level. Additionally, the contract provides for an allocation of \$250,000 for supplemental police services to enhance beach patrol and other city priorities on an as-needed basis.

Funding: \$3,504,049.00

Attachments:

1. St Pete Beach.FY25.Contract
2. PCSO2025

INTERLOCAL AGREEMENT

THIS AGREEMENT is made and entered into by and between the CITY OF ST. PETE BEACH, FLORIDA, a municipal corporation of the State of Florida (hereinafter "CITY") and BOB GUALTIERI, as Sheriff, Pinellas County, Florida (hereinafter "SHERIFF"). The CITY and SHERIFF shall collectively be referred to as "PARTIES."

WITNESSETH:

WHEREAS, the PARTIES enter into this AGREEMENT pursuant to the provisions of Sections 163.01, et seq., the Florida Interlocal Cooperation Act of 1969; and

WHEREAS, the CITY is a municipality within the boundaries of Pinellas County, Florida, and wishes to provide municipal law enforcement services for that area of land within its municipal boundaries; and

WHEREAS, the CITY is desirous of providing a high level of competent law enforcement service in conjunction and in harmony with its fiscal policies of sound, economical management; and

WHEREAS, the CITY has requested that the SHERIFF furnish law enforcement protection to its inhabitants and citizens; and

WHEREAS, the CITY desires that the SHERIFF furnish law enforcement protection on a full-time basis and duly perform any and all necessary and appropriate functions, actions, and responsibilities of a law enforcement force for the CITY; and

WHEREAS, the SHERIFF has indicated his desire and willingness to accept and fulfill the responsibilities herein before mentioned; and

WHEREAS, the CITY desires to retain its ability to determine whether law enforcement services shall be provided by a City police department, by contract with another law enforcement agency or otherwise; and

WHEREAS, the SHERIFF is an independent constitutional officer of the State of Florida; and

WHEREAS, it is further the desire of the CITY that the full, complete and entire responsibility for law enforcement within the CITY be transferred to and be performed by the SHERIFF;

NOW, THEREFORE, in consideration of the mutual promises contained herein and given by each party to the other, the parties do hereby covenant and agree as follows:

1. That the recitations set forth above are incorporated herein by reference in their entirety.

2. **PURPOSE:** The purpose of this Agreement is to provide the citizens of the CITY with high quality law enforcement services by the Sheriff's Office. The parties agree that the CITY'S determination to provide law enforcement services by transfer of its law enforcement function to the SHERIFF is an exercise of the legislative planning function of the CITY and that at no time will the CITY exercise any specific operational control over the activities of any of the employees of the SHERIFF or shall it perform or undertake any acts that are over and above a planning level function with regard to the administration of the Agreement.

3. **POWER OF THE CITY TO DIRECT SERVICES:** The SHERIFF shall confer with the Mayor and the City Commission and/or City Manager regarding law enforcement problems within the CITY and shall accept from the City Commission general policy direction on how law enforcement services are delivered and to what portion of the municipality a particular type or level of service shall be delivered to counteract law enforcement problems within the CITY. The SHERIFF shall comply with the request of the CITY regarding such matters unless such decisions will represent a danger to the deputies providing such service or to other members of the Sheriff's Office, will be violative of the law, good law enforcement practices, the rules and regulations of the Pinellas County Sheriff's Office, or detrimental to the citizens of the CITY or the County. In the event that such concern arises, the SHERIFF will meet and confer with the City Manager, Mayor and the City Commission, as is appropriate, on policy matters regarding the delivery of services and attempt to resolve any dispute or misunderstanding between them.

4. **NO PLEDGE OF AD VALOREM TAXES:** The parties agree that this Agreement does not constitute a general indebtedness of the CITY within the meaning of any constitutional, statutory, or charter provision or limitation and it is expressly agreed by the parties that the SHERIFF does not have the right to require or compel the exercise of ad valorem taxing power of the CITY or taxation of any real or personal property therein for the payment of any monetary obligations due under the terms of this Agreement, and it is further agreed between the parties that this Agreement and any funds called for to be paid hereunder shall not constitute a lien upon any real or personal property of the CITY, or any part thereof, and that the obligation for monetary payments called for to be made hereunder shall be deemed to exist for less than a year at any point in time and shall be entirely subject to the legislative budgetary discretion of the CITY.

It is expressly acknowledged and agreed that all services provided by the SHERIFF under the terms of this Agreement are completely paid for by the consideration paid by the CITY under the terms of this Agreement and are completely separate and in addition to any and all ad valorem taxes, or any other revenues paid by or received on behalf of the citizens of the CITY to Pinellas County. In light thereof, the SHERIFF shall continue to have the obligation to provide normal services to the same degree that such services are provided to the rest of Pinellas County and the CITY is not to be charged extra for these normal services.

5. **INDEPENDENT CONTRACTOR:** The SHERIFF, for the purposes of this Agreement, is and shall remain an independent contractor, provided, however, such

independent contractor status shall not diminish the power and authority vested in the SHERIFF and his sworn deputies.

6. SOVEREIGN IMMUNITY: The parties hereto agree that nothing contained herein shall in any way waive the sovereign immunity that both parties enjoy presently under the Constitution and statutes of the State of Florida and particularly with respect to Chapter 768, Florida Statutes.

7. INDEMNIFICATION OF THE CITY: The SHERIFF will defend and pay any litigation or judgment against the CITY, its agents or employees, arising out of the acts or omissions of the SHERIFF, his deputy sheriffs, or other members of the Sheriff's Office performing services under this Agreement. Lawsuits and claims that may be filed from time to time hereunder shall be handled by the SHERIFF in accordance with normal procedures. The SHERIFF shall defend such lawsuits or claims and pay judgments or settlements in accordance with law.

Nothing contained herein shall be construed to limit or modify the provisions of Florida Statute 768.28 as it applies to the CITY and the SHERIFF. Nothing herein shall abrogate or expand the sovereign immunity enjoyed by the SHERIFF and the CITY pursuant to the provisions of Chapter 768, Florida Statutes, nor shall any third party receive any benefit whatsoever from the indemnification provided herein.

8. TRANSITION/LIABILITY: The CITY is responsible for all liability, including but not limited to liability in both tort and workers' compensation, which arose out of acts or omissions of its employees which occurred prior to the transfer of the law enforcement function to the SHERIFF

9. SERVICE LEVEL: The SHERIFF hereby agrees to provide all necessary and appropriate law enforcement services in and for the CITY by providing personnel as more particularly described in Attachment 1, attached hereto and incorporated herein by reference. The services to be provided by the Sheriff under the terms of this Agreement include, but are not limited to, routine patrol, marine patrol on the intracoastal and beach waterways, and periodic beach patrol, school crossing guard(s), a public safety telecommunicator and all necessary supervision. This service also includes three (3) deputy positions titled as Community Policing Deputy to provide community-oriented policing, with one of these deputies focusing in particular upon beach and neighborhood patrol. The above said services will be provided as directed by the Patrol Bureau Commander or his designee in conjunction and after consultation with the City Manager. Secondary employment deputies will provide selective targeted beach enforcement or other services as mutually agreed by the parties as indicated in Attachment 1 and shall be in accordance with Sheriff's Office policy and procedures, with the prevailing secondary employment rates. Total for secondary employment not to exceed \$250,000 in fiscal year expenditures, any unused prepayment of secondary employment will be returned to the CITY.

10. PROVISION OF SERVICE: The SHERIFF shall provide each deputy who serves in the CITY pursuant to this Agreement with a patrol automobile and all other necessary or appropriate equipment, as determined by the SHERIFF.

11. OFFICE SPACE: The CITY, at no cost to the SHERIFF, will provide the SHERIFF office space in the CITY, the location and size of which is to be mutually agreed upon, for the purpose of allowing deputy sheriffs, particularly the detective assigned to the CITY, to carry out his or her law enforcement responsibilities, including meeting with citizens.

12. PERSONNEL: The SHERIFF shall be responsible for the appointment, training, assignment, discipline and dismissal of all of his law enforcement personnel performing services under this Agreement. The SHERIFF is in compliance with Florida Statute §448.095 which references E-Verify. The parties shall mutually cooperate to carry out the terms and conditions of this Agreement. Should the CITY or its designee believe that any deputy assigned to the CITY pursuant to the terms of this Agreement is failing to perform in a satisfactory manner, the CITY or its designee shall notify the Commander of the Patrol Operations Bureau of the Pinellas County Sheriff's Office. The parties shall work together to reach a mutually satisfactory resolution of the matter. However, it is understood that under this Agreement, the SHERIFF shall retain sole authority to transfer, counsel, or discipline any deputy or other member of the Pinellas County Sheriff's Office.

13. ENFORCEMENT OF LAWS: The SHERIFF shall discharge his responsibility under this Agreement by the enforcement of all state laws, county ordinances applicable within the CITY and the ordinances of the CITY. The SHERIFF shall bring appropriate charges for violations of all laws and ordinances. The SHERIFF shall ensure that deputies assigned to the CITY will have a general familiarity with the code of ordinances of the CITY. The CITY will provide adequate copies of its ordinances for this purpose at no cost to the SHERIFF.

14. FINES AND FORFEITURES: All fines and forfeitures rendered in any court as a result of charges made by the SHERIFF shall be distributed according to general law and the rules of the court.

15. RECORDS: The SHERIFF shall maintain Uniform Crime Reporting records regarding crimes committed within the CITY. These records shall include the number and type of crimes committed, the number of arrests made for each type of crime, and any other information as required by law. A computer printout reflecting a summary of overall activity by event type shall be furnished to the CITY each month. Additionally, the SHERIFF shall maintain an electronic dispatch log with respect to calls for assistance. The dispatch log shall reflect the time a call is received, the time a call is dispatched, the deputy's arrival time, the time the assignment is completed, and the geographical location of the incident.

16. LIAISON: A close liaison shall be maintained between the CITY and the SHERIFF. The SHERIFF agrees to make available to the CITY a specific member or members of the command staff who shall be available twenty-four (24) hours per day to act as liaison

between the CITY and the SHERIFF. The City Manager, Mayor and Commissioners and the SHERIFF, or their designees, shall meet and confer with each other on a regularly scheduled basis to discuss the administration of this Agreement. The SHERIFF or his designee shall, upon request of the City Commission, be present at City Commission meetings for discussion of the provision of law enforcement services within the CITY, for budget preparation purposes, or for any other purpose as the City Commission shall request from time to time. The SHERIFF, or his designee, shall be responsible for submitting appropriate staffing or other information to the City Manager and City Commission as is necessary for it to conduct its legislative business. Any request for the presence of the SHERIFF or his designee, or for the production of any information or staffing, shall be communicated solely through the Mayor and Commissioners or the City Manager.

17. CONTRACT COSTS: The CITY shall pay to the SHERIFF, as payment in full for all of the services herein agreed to be performed by the SHERIFF, the sum of THREE MILLION FIVE HUNDRED FOUR THOUSAND FIVE HUNDRED EIGHTY-EIGHT DOLLARS AND NO CENTS \$3,504,588.00). Payment shall be made in twelve monthly installments of TWO HUNDRED NINETY-TWO THOUSAND FORTY-NINE DOLLARS AND NO CENTS \$292,049.00). Payment shall be made on the first day of each month beginning on October 1, 2024, and each month thereafter. (See Attachment 1.)

18. NOTICE: Notice as required to be given hereunder shall be given to the following persons:

A. Sheriff, Pinellas County, Florida:
Bob Gualtieri
P.O. Drawer 2500
Largo, FL 33779-2500

B. City of St. Pete Beach:
City Manager
155 Corey Avenue
St. Pete Beach, FL 33706

19. TERM. This Agreement shall take effect October 1, 2024, and continue in effect thereafter through September 30, 2025, unless hereafter extended upon such terms and conditions as the parties hereto may later agree in writing.

20. TERMINATION. Either party may terminate this Agreement without cause or further liability to the other party, except as to the indemnification provided herein, upon written notice to the other party given not less than ninety (90) days prior to the requested termination date. The required notice is deemed delivered when a copy is delivered to the other party and a receipt therefore signed by the other party.

The parties agree that where the Agreement is not terminated as provided for herein, the terms of this Agreement shall automatically continue for 120 days beyond September 30, 2025, in the event a replacement contract has not yet been completely executed. The CITY shall continue to pay to the SHERIFF on a monthly basis the amount due per this Agreement,

until such time as a replacement contract has been approved. The parties further agree that an increase, if any, in the cost of service, shall be retroactively applied for services rendered from October 1, 2025, to the approval and execution of the replacement contract, and shall be paid by the CITY to the SHERIFF immediately for the services already provided.

21. THIRD PARTIES. In no event shall any of the terms of this Agreement confer upon any third person, corporation or entity other than the parties hereto any right or cause of action or damages against the parties to this Agreement arising from the performance of the obligation and responsibilities of the parties herein or for any other reason.

22. NON-ASSIGNABILITY. The SHERIFF shall not assign or delegate the obligations, responsibilities or benefits imposed hereby or contained herein to any third party or in any manner contract for the provision of the services required to be performed herein by a third party without the express written consent of the CITY, which consent must have been agreed to by the CITY at a public meeting, and which consent may be withheld within the sole discretion of the CITY.

23. ENTIRE AGREEMENT. This Agreement reflects the full and complete understanding of the parties and may be modified or amended only by a document in writing executed by the parties hereto and with the same formality of this Agreement.

Remainder of the page left intentionally blank.

IN WITNESS WHEREOF the parties to this Agreement have caused the same to be signed by their duly authorized representatives this ____ day of _____ 2024.

ATTEST:

CITY OF ST. PETE BEACH, FLORIDA

City Clerk

City Manager

APPROVED AS TO FORM

City Attorney

SHERIFF, PINELLAS COUNTY, FLORIDA

Bob Gualtieri, Sheriff

City of St. Pete Beach
Cost of Law Enforcement Services
Worksheet - FY 25

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City of St. Pete Beach
Cost of Law Enforcement Services
Worksheet - FY 25

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**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Approve construction activities in the amount not to exceed a \$25,000 match in fundraising efforts to support of the Veterans of Pinellas County efforts to construct a Medal of Honor Memorial at McKenney Park.

Action Request: Motion to approve construction activities in the amount not to exceed \$25,000 in matched funds to support of the Veterans of Pinellas County efforts to construct a Medal of Honor Memorial at McKenney Park.

Strategic Objective: Community and Neighborhoods

Date: September 23, 2024

Prepared By: Mike Clarke, Public Works Director

Through: Frances Robustelli, City Manager

Summary of Issue: With the assistance of Florida House Representative Linda Cheney, the Veterans of Pinellas County received a state grant in the amount of \$130,000 for the design and construction of a Medal of Honor Memorial. The Veterans' preferred location is in the City of St. Pete Beach. After discussion and review of several locations throughout the city, McKenney Park is selected as the preferred site. The memorial would be set back into the berm on the east side of the park, a quiet area, shaded by majestic trees which lends to the dignity of the subject and has appropriate utility, vehicle, and ADA access. The design of the memorial is being done by the Madrid, Crib, Philbeck, Weaver Group with a significant discount honoring the Veterans. The cost of the statues, base, medals, and platform are expected to exhaust the grant value before construction even begins. The Veterans are requesting a matching grant up to \$25,000 from the City to assist with construction efforts. The Veterans have pledged to engage in a fund raising effort to match the City's contribution to bridge the funding gap. In review of the project, Public Works finds that the construction tasks of Survey, Geotech,

Concrete, Electrical and associated miscellaneous items
total approximately \$50,000.

Funding: 6101-5312

Attachments: 1. Medal of Honor Artist Rendering

Florida Medal of Honor Memorial



McKenny Park 9300 Blind Pass Rd St Pete Beach FL 33706

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Adopt Resolution 2024-07: authorizing the City Manager to enter into an agreement with the Tampa Bay Beaches Chamber of Commerce to coordinate and oversee the Business Site Improvement Grant Program; and provide for an effective date

Action Request: Adopt Resolution 2024-07 and enter into an agreement with Tampa Bay Beaches Chamber of Commerce to coordinate and oversee the Business Site Improvement Grant Program

Strategic Objective: Beautification

Date: September 23, 2024

Prepared By: Jennifer McMahon, Chief Operating Officer

Through: Frances Robustelli, City Manager

Summary of Issue: The Business Site Improvement Program started in 2022. The program was created and budgeted for through the city's adopted strategic plan. This program provides assistance for businesses to meet and exceed local codes and opportunities to beautify their business area. The city has budgeted \$50,000 (FY23) to continue the program with the partnership of the Tampa Bay Beaches Chamber of Commerce (TBBCoC).

Below is a summary of the 2023 grant cycle history:

- The city met with Tampa Bay Beaches Chamber of Commerce CEO, Robin Miller in January 2023.
- The grant applications were accepted starting March 2, 2023.
- The Review committee met on May 11, 2023, for review.
- Businesses were contacted in May/June 2023 by TBBCoC that the program would go before the commission to execute the agreement and

allocation of funds.

- The agreement was considered by the commission on July 11, 2023. City staff were asked to clarify a few questions and return to the commission for review.
- The agreement was considered again by the commission on September 26, 2023. The Tampa Bay Beaches Chamber of Commerce requested to withdraw from the program
- The Tampa Bay Beaches Chamber of Commerce returned the remaining funds to the City from the FY22 cycle in the amount of \$15,175.57.
- The City budgeted \$50,000 in FY24 for this initiative.

Funding:

There are available funds in 01-5401-515-5499 (\$50,000)

Attachments:

1. Resolution 2024-07 - Business Site Improvement Grant Agreement
2. BSIP documents 9-23-24
3. SPB Powerpoint BSIP FINAL

RESOLUTION 2024-07

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE TAMPA BAY BEACHES CHAMBER OF COMMERCE TO COORDINATE AND OVERSEE THE BUSINESS SITE IMPROVEMENT GRANT PROGRAM; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City desires to utilize funds to assist local businesses meet and exceed compliance with City codes.

WHEREAS, the Tampa Bay Beaches Chamber of Commerce is a non-profit that serves the business community within St. Pete Beach.

WHEREAS, the Tampa Bay Beaches Chamber of Commerce shall distribute such funds to eligible business as selected by the review committee to accomplish the City's goals.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, THAT:

SECTION 1. Recitals. The above recitals ("Whereas" clauses) are true and correct and adopted hereby as findings, purpose and intent of the City Commission.

SECTION 2. The City Commission hereby authorizes the City Manager to execute the Business Site Improvement Grant Program Agreement with the Tampa Bay Beaches Chamber of Commerce.

SECTION 3. Effective Date. This resolution shall take effect immediately upon adoption.

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF ST. PETE BEACH, FLORIDA, THIS _____ DAY OF _____, 2024.

CITY COMMISSION, CITY OF ST. PETE
BEACH, FLORIDA.

Adrian Petrila, Mayor

ATTEST:

Amber LaRowe, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Andrew Dickman, City Attorney

CITY OF ST. PETE BEACH, FLORIDA
Business Site Improvement Grant Coordination Agreement

This is an Agreement (the "Agreement") entered into by and between the CITY OF ST. PETE BEACH (hereinafter "City") and TAMPA BAY BEACHES CHAMBER OF COMMERCE (hereinafter "Chamber") to coordinate and oversee the Business Site Improvement Grant Program. The City and the Chamber together shall be referred to as the "Parties."

WHEREAS, the City wishes to utilize funds to assist local businesses to meet and exceed compliance with City codes.

WHEREAS, the Chamber is a non-profit organization that serves the business community within the City.

WHEREAS, the Chamber shall distribute such funds to eligible local businesses, as selected by the review committee, to accomplish the City's goal of code compliance.

NOW THEREFORE, upon the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree to the following:

1. Recitals: The foregoing recitals are true and correct and incorporated herein by reference.
2. Purpose: The purpose of this Agreement is to aid local businesses in meeting and exceeding compliance with City codes. The City will encourage private investment in local businesses to improve commercial areas. Such improvements include, but are not limited to, outdoor beautification, parking improvements, and signage.
3. Selection of Businesses: The review committee shall select local businesses to receive such funds that meet the eligibility requirements described in Exhibit B.
4. Funding: The City shall provide a total of \$50,000.00 to the Chamber to accomplish the City's goals. The review committee shall then transfer such funds to local businesses that were selected to receive such funds.
5. Amount of Funds Per Business: The City shall allow and instruct the Chamber to distribute a maximum amount of \$7500.00 to each selected local business until the funds are exhausted.
6. Limited Authority: The Chamber shall use such funds only in the manner described herein.
7. Fiscal Non-funding: If funds for the Business Site Improvement Grant are not appropriated via the annual budget adoption process, the City reserves the right to cancel this agreement

immediately upon written notice to the Chamber.

8. Term: This Agreement shall remain in effect for a period of three (3) years from the Effective Date. If the Parties wish to renew this Agreement, then such party shall notify the other party in writing of its desire to renew this Agreement no later than sixty (60) days prior to the date of termination. Both Parties must agree in writing to renew the Agreement through an addendum.
9. Records: The Chamber shall keep accurate records of the transactions under this Agreement. These records are subject to the Public Records Laws as set forth in Florida Statutes and the City may inspect these records at any time. The Chamber shall use a separate account for the designated funds under this Agreement.
10. Fee: The Chamber will collect a one-time five percent (5%) fee of the designated amount provided by the City for the administration of this program under this Agreement.
11. Review Committee: The review committee has the authority to make changes to this program as it deems appropriate, with City Manager approval.
12. Public Records: The Chamber shall abide by the legal requirements set forth in Florida Statutes, Section 119.0701 and incorporated herein as Exhibit A. **IF THE CHAMBER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CHAMBER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (City Clerk, City of St. Pete Beach, Florida, 727-363-9220, cityclerk@stpetebeach.org, 155 Corey Avenue, St. Pete Beach, Florida 33706).**
13. Indemnification: In consideration of the payment of ten dollars as part of the compensation described herein, the Chamber shall indemnify, defend and hold the City harmless for itself, its employees, agents and assigns, from and against any and all losses, claims, damages, suits, actions, or demands, including attorneys' fees and costs of litigation through all appellate proceedings, arising from the performance or non-performance of this Agreement, whether caused in part by the City or not. Nothing herein shall be construed to modify or waive the effect of Section 768.28, Florida Statute, as amended, or the doctrine of sovereign immunity.
14. Exhibits. The following Exhibits shall be attached, incorporated, and made a part of this Agreement:
 - a. Florida public records law (Exhibit "A");
 - b. Business Site Improvement Program Guidelines (Exhibit "B"). These guidelines may be modified as needed with City Manager approval.

15. Notices. All notices sent pursuant to this Agreement shall be given in writing via certified mail or overnight courier and shall be delivered to the following addresses:

As to Chamber:

Tampa Bay Beaches Chamber of Commerce
6990 Gulf Blvd.
St. Pete Beach, FL 33706

As to City:

City Manager
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33706

With Copy To:

robin@tampabaybeaches.com

With Copy To:

cityattorney@stpetebeach.org

16. Entire Agreement: This document and exhibits embody the entire Agreement of the Parties. There are no promises, terms, conditions, or representations binding on either party hereto, other than those contained herein; and this document shall supersede all previous communications, representations, and/or agreements between the Parties hereto, whether written or oral.
17. Conflicts and Severability: To the extent that any terms in the attached guidelines conflict with the terms of this Agreement, the terms of this Agreement shall control and supersede such conflicting terms in the attached guidelines, to the extent of such conflict. If any section, part of section, paragraph, clause, phrase, or word of this Agreement is declared invalid, the remaining provisions of this Agreement shall not be affected.
18. Jurisdiction, Venue, Attorney Fees: This Agreement shall be governed and construed according to the laws of Florida, and venue for any action arising herefrom shall be in Pinellas County, Florida. The prevailing party in any action to enforce or interpret this Agreement shall be entitled to reasonable attorney's fees incurred through all appellate proceedings.
19. Assignment: This Agreement shall be binding upon the Parties, their successors, assigns, and legal representatives. Neither party shall assign or otherwise transfer any of the rights or duties under this Agreement, without the express written consent of the Parties.
20. Counterparts: This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument. Facsimile, documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such facsimile, scanned and electronic signatures having the same legal effect as original signatures.
21. Amendment: This document and exhibits embody the entire Agreement of the Parties. There are no promises, terms, conditions, or representations binding on either party hereto,

other than those contained herein; and this document shall supersede all previous communications, representations, and/or agreements between the Parties hereto, whether written or oral. This Agreement shall not be modified by any oral statement, communication, agreement, course of conduct, or by anything other than a writing signed by the Parties. This Agreement may be amended or modified only in writing signed by all Parties hereto.

22. Third Party Rights: No person or entity, who or which is not a party to this Agreement, will have any right of action under this Agreement.
23. Termination: The City may terminate this Agreement at any time and for any reason, upon giving thirty (30) days written notice to the other party.
24. Authority: The Chamber hereby acknowledges that the person executing this Agreement on behalf of the Chamber has the full authority to do so and to bind the Chamber to the terms hereof.
25. Compliance with Laws: The Chamber shall at all times during the Term, comply (and shall cause its members, employees, agents, visitors, and licensee, to comply) with all laws, codes, statutes, ordinance and regulations applicable to this Agreement, including but not limited to the City's Code of Ordinances and Land Development Code, as amended.

[Signature page to follow]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year set forth below.

Tampa Bay Beaches Chamber of Commerce:

City of St. Pete Beach:

Signature: _____

Signature: _____

By: Robin Miller

By: _____

Its: President

Its: _____

Date: _____

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

ATTEST:

Andrew Dickman
City Attorney

Amber LaRowe
City Clerk

EXHIBIT "A"

Florida Public Records Law

119.0701 Contracts; public records; request for contractor records; civil action.

(1) **DEFINITIONS.** —For purposes of this section, the term:

(a) "Contractor" means an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency as provided under s. 119.011(2).

(b) "Public agency" means a state, county, district, authority, or municipal officer, or department, division, board, bureau, commission, or other separate unit of government created or established by law.

(2) **CONTRACT REQUIREMENTS.** —In addition to other contract requirements provided by law, each public agency contract for services entered into or amended on or after July 1, 2016, must include:

(a) The following statement, in substantially the following form, identifying the contact information of the public agency's custodian of public records in at least 14-point boldfaced type:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

(b) A provision that requires the contractor to comply with public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

EXHIBIT "B"

Business Site Improvement Program Guidelines



St. Pete Beach Business Site Improvement Program

Strong local businesses help create a strong local community. With its new Business Site Improvement Program (BSIP), the City of St. Pete Beach will encourage private investment in local businesses and improve commercial areas. This program will help local businesses meet and/or exceed local codes.

Below are the program guidelines and eligibility requirements recommended:

Site Improvement Loans

Businesses seeking to make site improvements to meet code requirements may apply to receive an interest free loan for up to 50% of the total project cost up to \$7,500 for up to four years.

Site Improvement Grants

Businesses seeking to make site improvements in excess of code requirements that improve the surrounding area may apply to receive a grant for up to 50% of the total project cost up to \$7,500.

Eligible Projects

- ☐ Fat, oil and grease traps
- ☐ Accessibility improvements (ADA)
- ☐ Outdoor beautification
- ☐ Parking improvements
- ☐ Fencing
- ☐ Public art
- ☐ *Historic preservation compliance*
- ☐ *Garbage screening*
- ☐ *Façade improvements*
- ☐ *Awnings*
- ☐ *Painting*
- ☐ *Signage*

Business Eligibility

- ☒ *Must be physically located* within a commercial zone within the City of St. Pete Beach
- ☐ Must be current with their St. Pete Beach Business Tax Receipt
- ☐ Must be current with State of Florida Annual Report
- ☐ Must be current with Pinellas County (if applicable)
- ☐ Must be current with their property taxes (actually property owner, if not the property owner this must be coordinated with the property owner)
- ☐ Loans: Allow the City of St. Pete Beach perform a credit check and provide additional financial information upon request.
- ☐ Grants: No outstanding code citations
- ☐ Only one application per year will be accepted.
- ☐ Applications will not be accepted from businesses in the repayment process of a previous award and will give preference to businesses who have not received prior awards
- ☐ If the business rents its physical location, the business must have the property owner's approval and a valid lease with at least three years remaining.
- ☐ If the business rents its physical location, lease payments must be current
- ☐ Must have less than 50 employees.

Program guidelines:

- ☐ The committee will consider applications until the closing date of May 13th.
- ☐ The committee will award all or part of the \$50,000 allocated to this program.
- ☐ Businesses will agree to allow the City of St. Pete Beach and TBBCoC to use descriptions and photos of their projects in promotional materials and social media.
- ☐ Businesses will bear all tax implications of the monetary award.
- ☐ Businesses should be able to complete the project within six months of notification of selection for the award or, in extenuating circumstances, apply for an extension.
- ☐ Businesses will commit to maintaining the improvement for at least three years.
- ☐ Loans: The committee will fund selected projects after completion of all required documentation including the establishment of the repayment schedule, credit checks and additional financial information, if deemed necessary
- ☐ Grants: The committee will fund selected projects on a reimbursement basis upon completion of the project and submission of receipts and other appropriate documentation.
- ☐ The committee will not fund expenditures for either loans or grants incurred before the approval date of the award



St. Pete Beach Business Site Improvement Program Grant Evaluation Form

Name of Business: _____

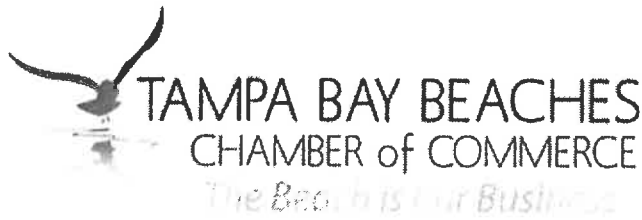
Brief Description of Project: _____

Verify that the application meets all of the required elements. Yes____ No ____

- The business is physically located within a commercial zone within the City of St. Pete Beach.
- This business is current with their St. Pete Beach Business Tax Receipt, State of Florida Annual Report, DBPR License (if applicable) and County Property Taxes.
- This business had no outstanding code citations.
- For businesses renting its physical location: The business has the property owner's approval, a valid lease with at least three years remaining and is current with its lease payments.
- The business has fewer than 50 employees.

Points Awarded Points Available Evaluation

Points Awarded	Points Available	Criteria
	10	Completeness & Overall Quality of Application Components
	10	Clearly Defined Project
	10	Clearly Defined Budget with Matching Funds Included
	10	Potential to Create Positive Impact for the Business
	10	Potential to Create Positive Impact for the Community
	10	Degree/Amount of Potential Positive Impact for the Business
	10	Degree/Amount of Potential Positive Impact for the Community
	10	Overall Desirability of the Project
	80	Total Score



St. Pete Beach Business Site Improvement Program Grant Acceptance

I accept this grant and certify that all the information submitted is true and accurate and that I will use the funds only for the approved project as submitted.

I certify that all the information provided through this process is true including:

- The business is physically located within a commercial zone within the City of St. Pete Beach.
- This business is current with their St. Pete Beach Business Tax Receipt, State of Florida Annual Report, DBPR License (if applicable) and County Property Taxes.
- This business had no outstanding code citations.
- For businesses renting its physical location: The business has the property owner's approval, a valid lease with at least three years remaining and is current with its lease payments.
- The business has fewer than 50 employees.
- I have the authority to accept this award on behalf of this business and its property owner.

I agree to all the terms included in the application process including:

- The business will allow the City of St. Pete Beach and TBBCoC to use descriptions and photos of their projects in promotional materials and social media.
- The business will bear all tax implications of receiving the award.
- The business will complete the project within six months of notification of selection for the award or, in extenuating circumstances, apply for an extension.
- The business will maintain the improvements for at least three years and will allow program representatives to inspect the improvement with reasonable notice.
- The business will fund 50% of project costs as matching funds and submit receipts and other appropriate documentation for the costs of the entire project to receive the reimbursement award.
- The business will not include expenditures incurred before the approval date of this award.
- The business will use all funds for the selected project and for no other purpose.
- Any business receiving funding from this program, directly or indirectly, cannot be associated with any city employee or serve on any board for the city.

Business Name: _____

Contact Name: _____

Brief Description of Project: _____

Amount of Grant Award: _____

Signature: _____ Date: _____

Business Site Improvement Grant Overview 2022

The city identified a need in the community for a business site improvement grant and loan program through the strategic plan. The City budgeted \$50,000 to roll out the program. There was a discussion with the city attorneys about how to distribute the funds. The city was advised to not give money directly to businesses but to use a non-profit to oversee the program. It was determined that the best fit for that was the Tampa Bay Beaches Chamber of Commerce.

Once everything was approved by the City Commission and City Attorney and agreement was executed February 24, 2022; Grant applications were opened up with a deadline of April 1st to May 13th.

Grant applications, promotions and marketing :

- At commission meeting
- Press Releases
- Bay News 9 picked it up
- Chamber Eblast to entire database (member and non member) several times
- City Social
- Chamber Social
- City eMails
- Business Meetings

Grant Review Committee:

- Robin Miller, CEO – Tampa Bay Beaches Chamber of Commerce
- Jennifer McMahon, COO City Of St. Pete Beach
- Amy Davis, City Manager Treasure Island
- Deborah Schweikowsky, Business Consultant
Florida SBDC at Pinellas County Economic Development
Office of Small Business & Supplier Diversity

Grant Review Committee met via Zoom May 27th.

(Selections were based on types of projects applied; costs of projects applied; consideration was to provide funding to as many as possible if not all that applied; instead of full funding amounts). Note: groundwork / purpose of the grant started with the grease trap situation/garbage enclosures. (Consideration was given more weighted to that type as discussion occurred).

Businesses were notified following this meeting; and the city sent out to the businesses a grant acceptance form to be signed and agree to the terms.

As a business completed work (very difficult in some cases to get workers to perform) the business then notified the TBBCoC; Documentation was submitted alongside of a drive by / visit to the business.

Once paid and closed out; TBBCoC issued request to CPA or notice to Board to release funds.

Projects totaled over:	\$241,000	Business still to complete:	1
Total business awarded:	12	Businesses not moving forward:	2
Total businesses denied:	3		

There is \$15,175.57 still not awarded in the 2022 cycle that have not completed the work.

Copies of payments can be provided.

Business Site Improvement Grant Overview 2023

- The city met with Tampa Bay Beaches Chamber of Commerce CEO, Robin Miller, about the 2023 grant cycle in January 2023.
- The grant applications were accepted starting March 2, 2023.
- The Review committee met on May 11, 2023, for review.
- Businesses were contacted by TBBCoC that the program will go before commission to execute the agreement and allocation of funds.
- The agreement was before commission on July 11, 2023. City staff were asked to clarify a few questions and return to the commission for review.
- The agreement went before the commission on September 26, 2023, with the Tampa Bay Beaches Chamber of Commerce requested to withdraw from the program and their involvement.
- The Tampa Bay Beaches Chamber of Commerce returned the remaining funds to the City from the FY22 cycle in the amount of \$15,175.57.
- The City does have \$50,000 budgeted in FY24 for this initiative to continue if the commission votes to move forward.



**Tampa Bay
Beaches
Chamber**

Business Site Improvement Plan Grants

Program Overview FY23

- The city identified a need in the community for a business site improvement grant and loan program through the strategic plan.
- The City budgeted \$50,000 in FY 2023
- The City partnered with The Tampa Bay Beaches Chamber of Commerce to oversee the program
- A review committee was formed with a St Pete Beach employee, Chamber president, City of Treasure Island City Manager, and Consultant with Pinellas County Economic Development Department
- 12 businesses were awarded, 3 denied and all but \$15,175.57 remained in the funding that rolled over into FY2024

Program Overview FY24

- City met with TBBCoC CEO, Robin Miller, about the 2023 grant cycle in January 2023.
- Grant applications were accepted starting March 2, 2023.
- The Review committee met on May 11, 2023.
- Businesses were contacted by TBBCoC that the program will go before commission to execute the agreement and allocation funds. No business received a letter of agreement or contract of the award. They were informed by the TBBCoC that the final decision was for the commission to decide before the grant was awarded.

Program Overview FY24 - cont.

- The agreement went before City Commission on July 11, 2023.
- City staff were asked to clarify a few questions and return to the commission for review.
- The agreement again went before the commission on September 26, 2023, with the Tampa Bay Beaches Chamber of Commerce requested to withdraw from the program and their involvement.
- The Tampa Bay Beaches Chamber of Commerce returned the remaining funds to the City from the FY22 cycle in the amount of \$15,175.57.
- The City does have \$50,000 budgeted in FY24 for this initiative to continue if the commission votes to move forward.

Pictures of Businesses



Pictures of Businesses



FY22 Applicants

Applicant Business Name	Project Amount	Amount Requested	Landlord Sign Off	Project Total	Award	Chamber Members
The Helm	\$18,149.00	\$7,500.00	Landlord agreed	\$ -	\$ -	Yes
Pura Vida Volleyball	\$4,919.56	\$2,459.78	Need Landlord sign off	\$ -	\$ -	No
Bay Palms	\$30,000.00	\$7,500.00	Dir. Operations	\$ -	\$ -	Yes
Plaza Beach	\$20,000.00	\$7,500.00	Dir. Operations	\$ -	\$ -	Yes
Beach Theater	\$8,466.00	\$4,223.00	Owners	\$ -	\$ -	No
Grillin & Chillin	\$1,656.02	\$828.01	Has Landlord Approval	\$ 1,656.02	\$ 828.01	Yes
Chill Restaurant	\$24,000.00	\$7,500.00	Have landlord approval	\$ 3,000.00	\$ 1,500.00	Yes
Paradise Gifts	\$20,000.00	\$7,500.00	Landlord agree	\$ -	\$ 1,500.00	Yes
St. Pete Vet	\$8,644.00	\$4,322.00	Owner	\$ 3,587.00	\$ 1,793.50	No
Resort Rentals	\$50,000.00	\$7,500.00	The own the building	\$ 26,869.84	\$ 3,750.00	Yes
Bayview Plaza	\$35,000.00	\$7,500.00	Dir. Operations	\$ 30,000.00	\$ 3,750.00	Yes
Fit for Life	\$7,627.00	\$3,813.50	Owner	\$ 7,627.00	\$ 3,813.50	Yes
HwH	\$8,278.83	\$4,139.42	Owner	\$ 8,278.83	\$ 4,139.42	No
Ricks Reef	\$14,000.00	\$7,500.00	Owner	\$ 10,750.00	\$ 4,625.00	Yes
Sea Hags Blind Pass	\$15,755.00	\$7,500.00	Lease Holder	\$ 15,755.00	\$ 5,000.00	No
American Legion	\$40,600.00	\$7,500.00	Owner	\$ 40,600.00	\$ 5,000.00	Yes
PJ's	\$17,375.00	\$7,500.00	Owner	\$ 17,375.00	\$ 5,000.00	Yes
Buoys	\$14,222.26	\$7,111.13	Owner	\$ 14,222.26	\$ 6,800.57	Yes
Toal Request / Awarded	\$338,692.67	\$109,396.84			\$ 47,500.00	
Chamber of Commerce Contribution					\$ 2,500.00	
					\$ 50,000.00	

FY24 Applicants

Applicant Business	Type of Project	Project Estimate	Amount Recommended for Award	Chamber Member?	Met Deadline?
St. Pete Beach Produce	Awning for over patio	\$11,337.74	\$5,668.87	No	
The Saint	Garbage Dumpster Enclosure	\$26,800.00	\$7,500.00	No	
82 Degrees	Awning for Pool	\$26,800.00	\$0.00	No	Yes
Chill Restaurant	Parklet Construction	\$26,000.00	\$0.00	Yes	Yes
North Beach Windsurfing	Façade paint, New door, Sign	\$23,500.00	\$7,500.00	Yes	Yes
La Casa Del Pane	Code sign paint	\$14,653.00	\$7,326.50	Yes	Yes
Bay Palms	Mural Part II	\$20,000.00	\$7,000.00	Yes	Yes
The Centre	Mural	\$18,000.00	\$0.00	Yes	Yes
The Helm	Fix wall and Landscape	\$10,980.00	\$5,490.00	Yes	Yes
Postcard Inn	Parking Lot	\$20,000.00	\$0.00	Yes	Yes
TOTAL			\$40,485.37		
TBBCoC Administration			\$2,500.00		Yes
Total in the Fund			\$47,500.00		

Completed Work Without Approval Letter

Applicant Business	Type of Project	Project Estimate	Amount Recommended for Award	Chamber Member?	Met Deadline
St. Pete Beach Produce	Awning for over patio	\$11,337.74	\$5,668.87	No	
La Casa Del Pane	Code sign paint	\$14,653.00	\$7,326.50	Yes	Yes

Options (All Assume Program Guidelines)

- Continue with the program as it has been established for FY 24 with existing applications as it is in the FY24 budget.
- Start with a new application process, exclude existing applications and carry over the FY24 budget into FY25 budget.
- Discontinue the program

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Quasi-Judicial Public Hearing to approve Preliminary Plat No. 24042, requested by Ely Payne of Baysite Engineering LLC for SMILEYS SNACK SHACK-ST PETE BEACH INC, to subdivide 3700 Gulf Blvd [Parcel #07-32-16-21852-028-0001] to create four fee-simple parcels proposed for residential townhouses, with remaining land held in common homeowners' association ownership.

Action Request: Motion to approve Preliminary Plat 24042 with recommended Staff condition.

Strategic Objective: Diversity in Residential

Date: September 23, 2024

Prepared By: Brandon Berry, Senior Planner

Through: Frances Robustelli, City Manager

Summary of Issue: Ely Payne of Baysite Engineering LLC for SMILEYS SNACK SHACK-ST PETE BEACH INC requests preliminary plat approval to replat the subject property to four fee-simple parcels proposed for residential townhouses, with remaining land held in common homeowners' association ownership.

This request is a companion item to Ordinance 2024-03, which must be approved prior to approval of final plat for this request to allow townhouses in the subject zoning district.

This item was recommended to the City Commission by the Board of Adjustment with recommended Staff condition at a vote of 5-0 at the meeting held August 28, 2024.

Funding: N/A - This request has been applied and paid for by the applicant.

Attachments:

1. Preliminary Plat 24042 Staff Report
2. Property Survey

3. Preliminary Plat
4. Application
5. Owner's Authorization



**PLANNING DIVISION
PRELIMINARY PLAT
STAFF REPORT TO THE
CITY OF ST. PETE BEACH CITY COMMISSION**

CASE NO.: 24042	HEARING DATE: September 23, 2024
APPLICANT/AGENT:	Baysite Engineering LLC for SMILEYS SNACK SHACK – ST PETE BEACH INC
PREPARED BY:	Brandon Berry, Senior Planner

This application is a request for Preliminary Plat approval:

REQUEST:	Replat of the existing described portion of DON CE-SAR PLACE BLK G into four fee-simple parcels to be utilized for townhouse (attached-single family) development, with remaining land outside the parcels held in common homeowner's association ownership.
LOCATION:	3700 Gulf Blvd; Parcel ID #07-32-16-21852-028-0001; DON CE-SAR PLACE BLK G, E'LY 110FT OF BLK G LESS E 10FT FOR RD R/W.
ACREAGE:	Approximately 0.39 acres (16,956 sq. ft.)
EXISTING LAND USE	RFM – Resort Facilities Medium on the Zoning and Future Land Use Maps
SURROUNDING FUTURE LAND DESIGNATIONS:	North – RFM – Resort Facilities Medium South – 37 th Ave & RM – Residential Medium East – Gulf Blvd & BR – Bayou Residential West – RU – Residential Urban
SURROUNDING ZONING MAP DESIGNATIONS:	North – RFM – Resort Facilities Medium South – 37 th Ave & RM – Residential District East – Gulf Blvd & BR – Bayou Residential West – RU-2 – Residential District
SURROUNDING EXISTING USES:	North – Three-unit condominium South – Three-unit residence East – Temporary lodging development West – Single-family residences

BACKGROUND

The property currently contains a vacant former restaurant that was constructed in 2011. Previously the land was vacant for a number of years following the demolition of a ten-unit motel and restaurant that operated at the site until 2003.

The site was the subject of a variance request in early 2024 pertaining to front and rear building setbacks, which was granted with a condition that the structure be constructed as developed in renderings and plans submitted with the request. At the time the applicant had proposed an identical building layout and design as the current proposal, but

proposed to instead operate the units as lodging. The current proposal instead requests to utilize the four townhouses as residences.

The subject plat is not currently permissible in final form under the Land Development Code (LDC), as the LDC requires the proposed individual fee-simple parcels that are shown as comprising the walls of the unit and a portion of the exterior contain no more than 70% coverage of any impervious surface. Units 2 and 3 on the plat contain an estimated 85% impervious coverage. The applicant has applied for associated Case #24041 to amend the text of the Land Development Code to allow for the greenspace calculation to take place at the overall parcel level rather than at the level of the individual parcels as currently required.

ANALYSIS

The lot is sufficiently sized to support up to five residential units; the applicant is proposing four. The development will require an eight-foot landscaping buffer along the east side, five feet along the south side, and ten feet along the west side, which the plat shows adequate space to accommodate. A proposed underground stormwater system is shown under the driveway at the Gulf Boulevard frontage of the site, and no above-ground retention or detention facilities are proposed. The building overlay on the plat depicts the setbacks granted to the applicant through a variance in February 2024. No further variances are proposed.

As the land area outside of the four residential fee-simple parcels is to be owned in common, the site does not need the internal access easements for each unit owner that would be required if the entire lot were subdivided and under fee-simple ownership. The site retains an existing 5' easement along the northern property boundary, and additional easements, if necessary, will be sought during the final plat process. The applicant is not proposing or required to provide any public roadways or other improvements on the subject land. There is a private roadway, located in the proposed homeowner's association parcel, that connects 37th Avenue with the proposed residences' garages.

The applicant has been notified that a preliminary maintenance covenant or document of similar legal authority is required at the time of final plat application. This document is intended to ensure that maintenance of the remainder of the parcel owned in common is jointly borne by the four owners of the individual units, such that any liens placed on the parcel are the responsibility of the unit owners.

FINDINGS

Staff finds the proposed preliminary plat meets the minimum standards and is in general compliance with the Land Development Code as proposed for modification by the applicant, as well as general platting administrative procedures. The applicant is aware that they will need to retain the services of a surveyor to prepare the final plat, if the preliminary plat is approved, in compliance with Chapter 177 of Florida Statutes.

This item was recommended to the City Commission at a vote of 5-0 at the August 28, 2024 meeting of the Board of Adjustment.

RECOMMENDATION

Staff recommends approving Preliminary Plat #24042 with one condition:

- 1) The approval of the preliminary plat is contingent upon the final approval and adoption of the proposed language found in Land Development Code Text Change Case #24041. Should the case be denied, the approval of this preliminary plat is null and void.

RECOMMENDED MOTION

“Motion to approve Preliminary Plat 24042 with recommended staff condition.”

ALTA/NSPS LAND TITLE SURVEY

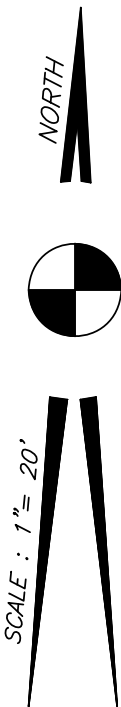
SECTION 7, TOWNSHIP 32 SOUTH, RANGE 16 EAST
PINELLAS COUNTY, FLORIDA

LEGAL DESCRIPTION:

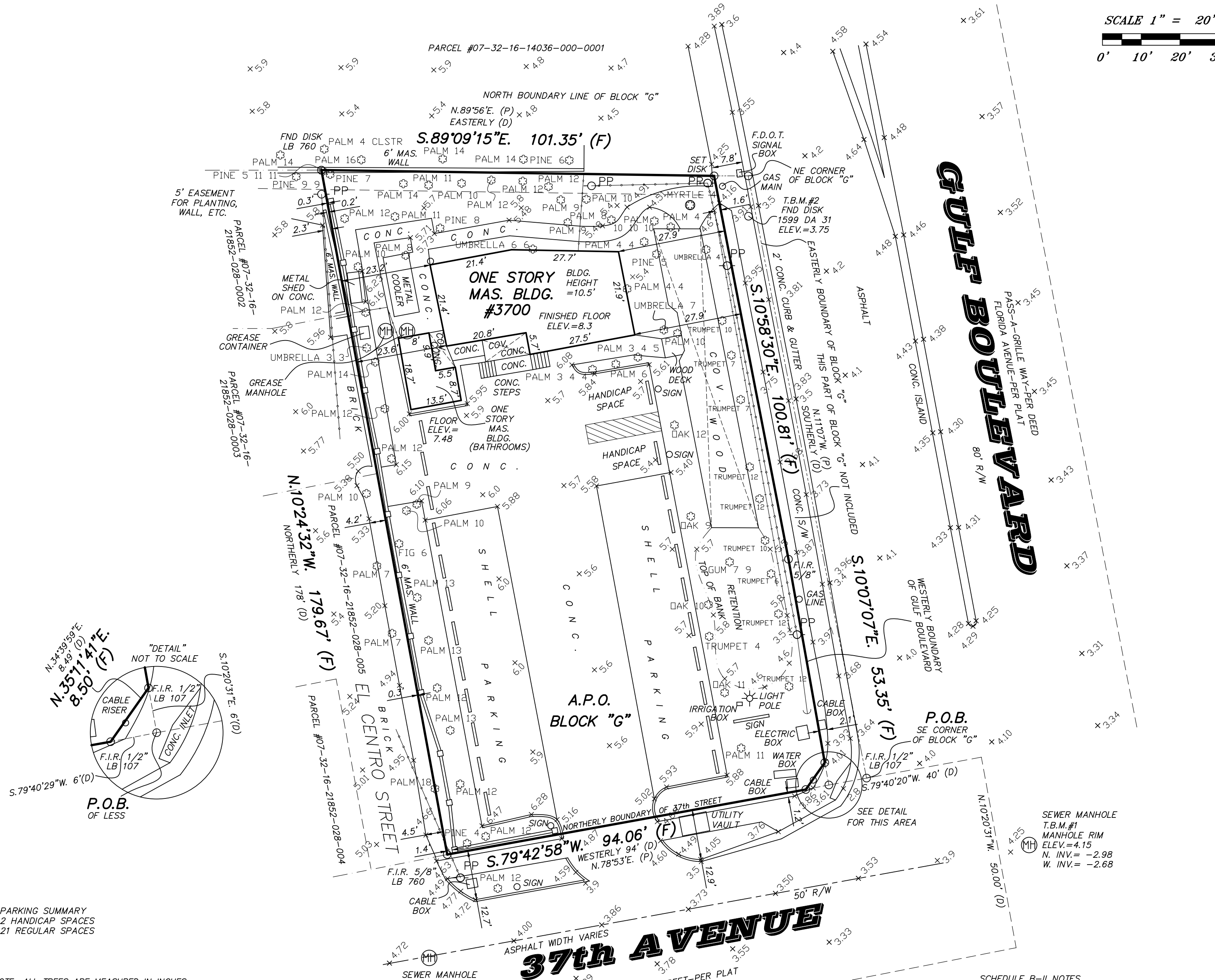
THAT PART OF BLOCK "G" OF DON CE-SAR PLACE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 13, PAGE(S) 15-20, INCLUSIVE, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: STARTING AT THE INTERSECTION OF THE OF THE NORTHERLY BOUNDARY OF 37th STREET (FORMERLY KNOWN AS SEVILLE STREET) AND THE WESTERLY BOUNDARY OF GULF BOULEVARD (FORMERLY KNOWN AS PASS-A-GRILLE WAY AND FLORIDA AVE.), SAID POINT BEING OTHERWISE DESCRIBED AS THE SOUTHEASTERLY CORNER OF SAID BLOCK "G", AS A POINT OF BEGINNING; RUN THENCE WESTERLY ALONG THE SOUTH BOUNDARY OF SAID BLOCK "G", A DISTANCE OF 110 FEET TO A POINT; THENCE RUN NORTHERLY PARALLEL TO THE EAST BOUNDARY LINE OF SAID BLOCK "G" TO A POINT ON THE NORTH BOUNDARY LINE OF SAID BLOCK "G", A DISTANCE OF 178 FEET MORE OR LESS; THENCE EASTERLY ALONG THE NORTHERLY BOUNDARY OF SAID BLOCK "G" TO THE INTERSECTION OF THE NORTHERLY BOUNDARY OF SAID BLOCK "G" AND THE WESTERLY BOUNDARY OF GULF BOULEVARD (FORMERLY KNOWN AS PASS-A-GRILLE WAY AND FLORIDA AVE.), SAID POINT BEING OTHERWISE DESCRIBED AS THE NORTHEASTERLY CORNER OF SAID BLOCK "G", A DISTANCE OF 122.26 FEET MORE OR LESS; THEN SOUTHERLY ALONG THE EASTERLY BOUNDARY OF SAID BLOCK "G", TO THE POINT OF BEGINNING;

LESS THAT PORTION LYING WITHIN 40 FEET OF THE SURVEY LINE OF STATE ROAD NO. 699, SECTION 15100, AS SAID SURVEY LINE IS FURTHER DESCRIBED IN DEED TO THE STATE OF FLORIDA, FILED APRIL 11, 1962, AND RECORDED IN O.R. BOOK 1402, PAGE 12, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA;

ALSO LESS THAT PORTION LYING WITHIN THE FOLLOWING METES AND BOUNDS DESCRIPTION: BEGIN ON THE EASTERLY EXTENSION OF THE NORTHERLY BOUNDARY OF LOT 9, BLOCK 4, SAID SUBDIVISION, AT A POINT 140.02 FEET EASTERLY OF THE WESTERNMOST CORNER OF SAID LOT 9, RUN THENCE NORTH 10°20'31" WEST, 50.00 FEET; THENCE SOUTH 79°40'20" WEST 40 FEET TO A POINT OF BEGINNING; CONTINUE THENCE SOUTH 79°40'29" WEST, 6 FEET; THENCE NORTH 34°39'59" EAST, 8.49 FEET; THENCE SOUTH 10°20'31" EAST, 6 FEET TO THE POINT OF BEGINNING.



SCALE 1" = 20'



PARKING SUMMARY
2 HANDICAP SPACES
21 REGULAR SPACES

NOTE: ALL TREES ARE MEASURED IN INCHES.
ELEVATIONS ARE BASED ON NGS BENCHMARK "196 FLHD",
ELEVATION 3.24 (NAVD88).

BEARINGS ARE BASED ON STATE PLANE COORDINATE SYSTEM, FLORIDA
WEST ZONE, MEASURED BY G.P.S. OBSERVATIONS UTILIZING THE FLORIDA
PERMANENT REFERENCE NETWORK (FPRN).

P.O.C.
OF LESS
WESTERNMOST CORNER
OF LOT 9, BLOCK 4

SCHEDULE B-II NOTES
5.) RESTRICTIONS, CONDITIONS, RESERVATIONS, EASEMENTS
AND OTHER MATTERS CONTAINED ON THE PLAT OF DON
CE-SAR PLACE, AS RECORDED IN PLAT BOOK 13, PAGE
15, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

Legend

PC	:Point of Curvature	TBM	:Temporary Benchmark	CONC.	:Concrete
PT	:Point of Tangency	BM	:Benchmark	A.P.O.	:A Part Of
PRC	:Point of Reverse Curvature	PP	:Power/Utility Pole	COV.	:Covered
PCC	:Point of Compound Curvature	PSM	:Professional Surveyor & Mapper	MAS.	:Masonry
P.I.	:Point of Intersection	LB	:Licensed Business	RES.	:Residence
SIR	:Set Capped Iron Rod 1/2" #6962	RLS.	:Registered Land Surveyor	P.B.	:Plat Book
FIR	:Found Iron Rod	ATIMA	:As Their Interests May Appear	PG.	:Page
FCM	:Found Concrete Monument	ISADA	:It's Successors And/Or Assigns	TYP.	:Typical
S.C.M.	:Set Concrete Monument	R.C.P.	:Reinforced Concrete Pipe	W.F.	:Wood Fence
SET DISK	:Set P-K Nail & Disk	(P)	:Plot	EL.	:Elevation
FND DISK	:Found P-K Nail & Disk	(D)	:Dead	ASPH.	:Asphalt
FND RRS	:Found Railroad Spike	(Desc)	:Description	W.C.	:Witness Corner
NOF	:No Corner Found or Set	(C)	:Calculation	R/W	:Right Of Way
PRM	:Permanent Reference Monument	(F)	:Field Measured	ESMT.	:Easement
O/H	:Overhead Wires	SEC.	:Section	S/W	:Sidewalk
C.L.F.	:Chain Link Fence	TWP.	:Township	C.B.	:Chord Bearing
P.O.B.	:Point of Beginning	ROE	:Range	COL	:Column
P.O.C.	:Point of Commencement	C/L	:Centerline	SQ.	:Square
P-K	:Parker-Kalon	A/C	:Air Conditioner	DIA.	:Diameter
O.R.B.	:Official Records Book	O/A	:Overall	U.S.	:United States
V.G.	:Concrete Valley Gutter				

Surveyor's Notes:

- 1) Property shown hereon appears to be located in Flood Zone "AE" per F.I.R.M. No. 12103C, 0278H Dated 8-24-21. This surveyor makes no guarantees as to the accuracy of the above information. Local F.E.M.A. agent should be contacted for verification. Base Flood Elevation=9'.
- 2) No underground utilities, underground encroachments or building foundations were measured or located as part of this survey. Trees and shrubs were not located unless otherwise shown.
- 3) This survey was conducted with the benefit of a Title Commitment issued by Old Republic National Title Insurance Company, Commitment Number: 1346951A4, with an effective date of May 22, 2024.
- 4) Unless otherwise noted, distances shown hereon refer to plat and field measurements and are measured in U.S. feet.
- 5) Re-use of this survey for purposes other than it was intended, without written verification, will be the re-users sole risk and without liability to the surveyor. Nothing herein shall be construed to convey any rights or benefits to anyone other than those to whom this survey was originally certified.

PARTY CHIEF:	S.L.
DRAWN BY:	C.E.

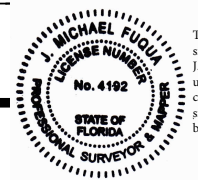


DAVID L. SMITH
SURVEYING AND MAPPING, INC.

1406 W. LINEBAUGH AVE. Tampa, FL 33612
Phone (813) 935-1960 Fax (813) 933-9446

Certificate of Authorization "L.B. #6962"

To: Sand Key Management 1, LLC, a Florida limited liability company; Smiley's Snack Shack-St. Pete Beach, Inc., a Florida corporation; Leavengood, Dauval, Boyle & Vasti, PLLC; and Old Republic National Title Insurance Company.
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS and includes Items 1, 2, 3, 5, 7a, 7c, 8, 9, and 11 of Table A thereof. The fieldwork was completed on July 11, 2024.



Digitally signed by James

Michael Fuqua

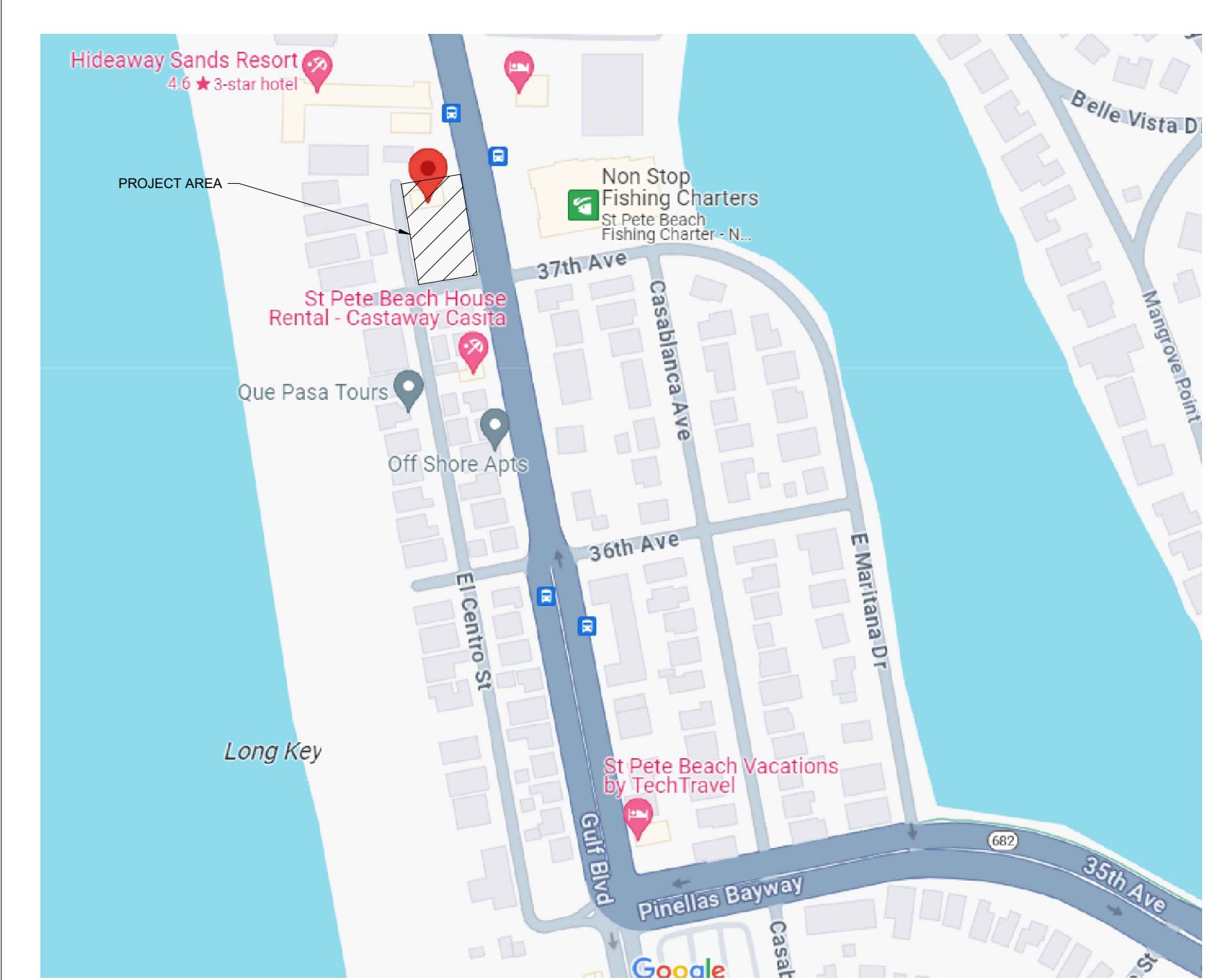
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Field Date: 07/11/24

Job Number: 2407-006

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LOCATION MAP
NOT TO SCALE

LEGAL DESCRIPTION:

PER SURVEY:

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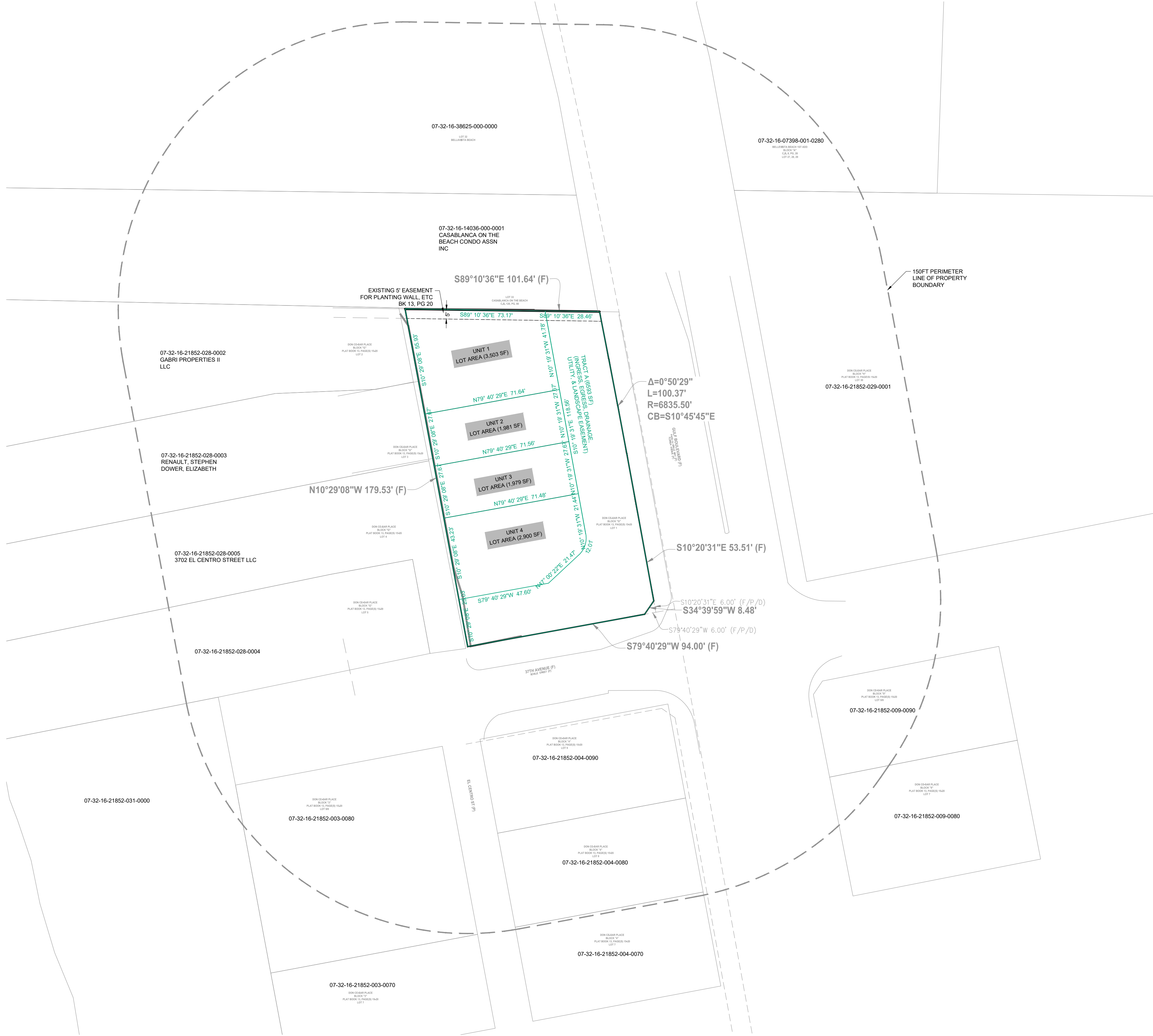
Site Data Table	
PROJECT LOCATION	ST PETE BEACH, FLORIDA
PARCEL ID & ADDRESS	3700 GULF BLVD, ST PETE BEACH 07-32-16-21852-028-0001
PROPERTY AREA	0.39 AC (16,956 SF±)
FLU	RFM-RESORT FACILITIES MEDIUM
ZONING	RFM
CURRENT USE	VACANT-RESTAURANT, CAFETERIA
PROPOSED USE	SINGLE FAMILY ATTACHED
MAX DENSITY	30 UNITS PER ACRE
PROPOSED DENSITY	30' 0.39 = 11.7 UNITS
MAX ISR	0.70
MAX BUILDING HEIGHT	50 FEET
MIN GREEN SPACE	30% = 5,086 SF
BUILDING SETBACKS	FRONT = 43 FT SECONDARY FRONT YARD = 25 FT SIDE YARD TEN PERCENT OF THE LOT WIDTH MINIMUM TEN FEET = 0.10" 16 FT = 9 FT SIDE YARD = 10 FT REAR YARD = 16.8 FT
PARKING REQUIRED	SINGLE FAMILY ATTACHED
PARKING PROPOSED	2 SPACES/UNIT 2 GARAGE SPACES PER UNIT + 1 GUEST SPACE
FEMA FLOODPLAIN	COASTAL AE - ELEVATION 9 MAP 12103C0276H - EFF. 8/24/2021
UTILITIES	PINELLAS COUNTY
WATER	CITY OF ST PETE BEACH
SEWER	
EXISTING SITE AREA	
TOTAL PROPERTY AREA	0.39 AC (16,956 SF±)
EX BUILDING	1,431 SF±
EX ASPHALT & SIDEWALK	8,803 SF±
EX IMPERVIOUS TOTAL	10,234 SF± (60%)
EX OPEN SPACE (PERVIOUS)	6,722 SF± (40%)
PROP SITE AREA	
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IMPERVIOUS DIFFERENCE	10,234 SF± - 6,696 SF± = - 3,538 SF = 3,538 SF REDUCTION

SPB SUNSET VILLAS

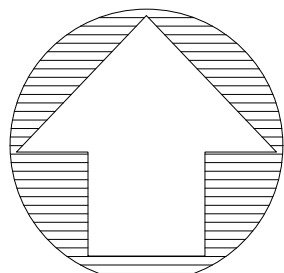
A REPLAT OF THE PART OF BLOCK "G" OF DON CE-SAR PLACE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 13, PAGE(S) 15-20, INCLUSIVE, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS PER THE LEGAL DESCRIPTION BELOW:

PARCEL ID: 07-32-16-21852-028-0001 ADDRESS: 3700 GULF BLVD, ST PETE BEACH

PROPOSED USE: SINGLE FAMILY ATTACHED



**BAYSITE
ENGINEERING LLC**
2054 CENTRAL AVENUE
ST. PETERSBURG, FL 33712
PHONE: 813.679.9918
EMAIL: ELY@BAYSITEENG.COM
ENGINEERING COA No. 36684



0 15 30 60
1:3000

REVISION DATE:

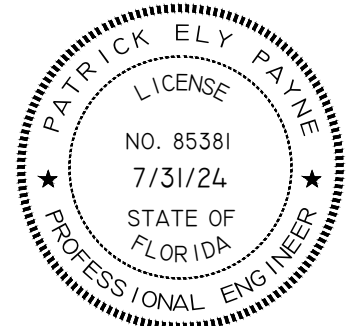
COMPANY # 009-01-001

PROJECT:

SPB SUNSET VILLAS
ADDRESS: 3700 GULF BLVD, ST PETE BEACH
PARCEL ID: 07-32-16-21852-028-0001

CLIENT:

SMILEY'S SNACK SHACK INC.
ST PETE BEACH, FL 33706
727-558-2737



PATRICK ELY PAYNE
FLORIDA LICENSED No. 85381
THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY PATRICK ELY PAYNE, P.E. ON 7/3/24. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

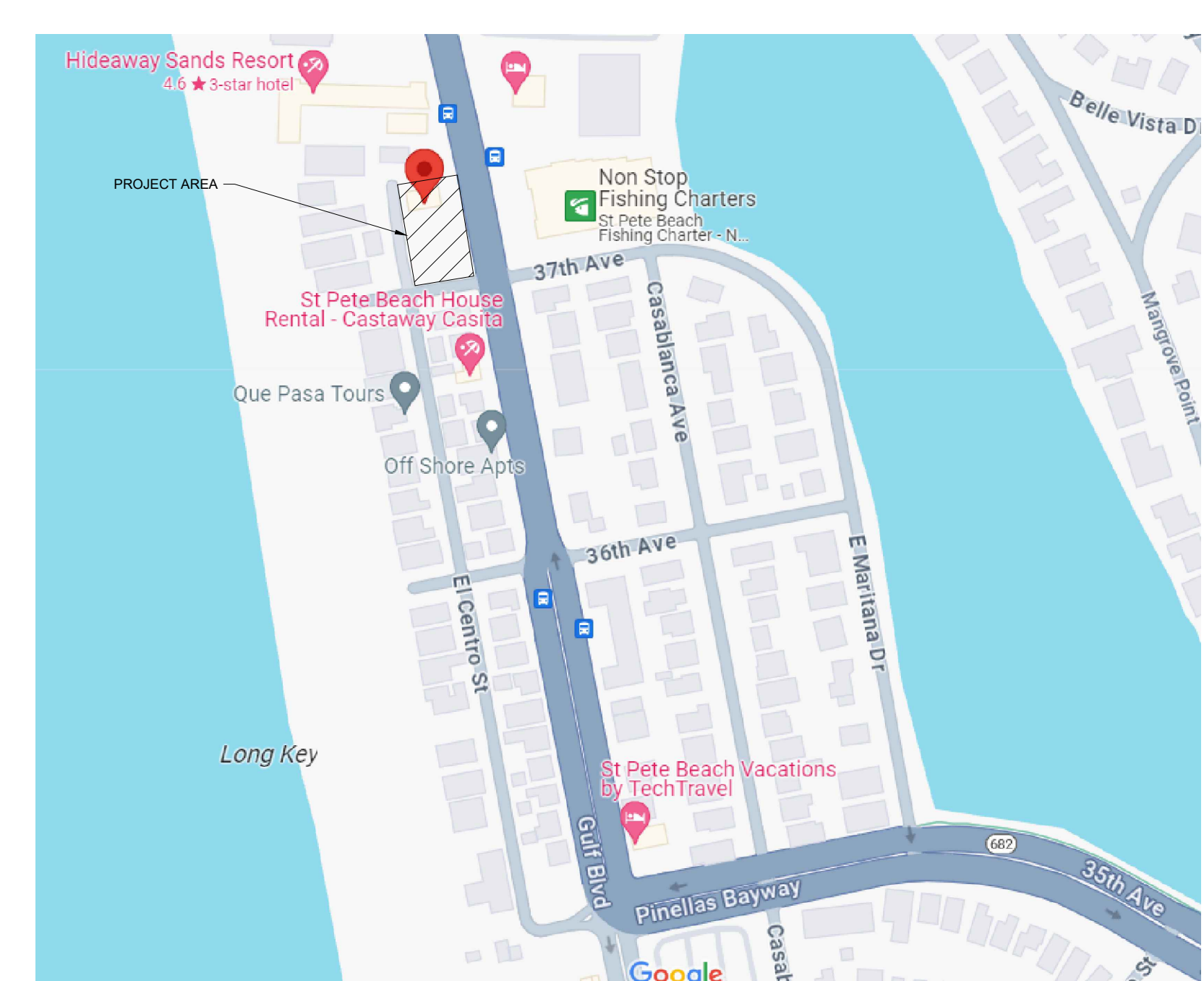
DRAWING:

**PRELIMINARY
PLAT PLAN**

SHEET:

C-1.0

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7/3/2024 9:00:56 AM PLOTTED BY: louie



LOCATION MAP
NOT TO SCALE

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PARCEL ID & ADDRESS	3700 GULF BLVD, ST PETE BEACH 07-32-16-21852-028-0001
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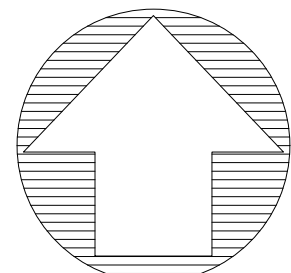
SPB SUNSET VILLAS
TEXT CHANGE SITE PLAN

PARCEL ID: 07-32-16-21852-028-0001 ADDRESS: 3700 GULF BLVD, ST PETE BEACH

PROPOSED USE: SINGLE FAMILY ATTACHED



**BAYSITE
ENGINEERING LLC**
2054 CENTRAL AVENUE
ST. PETERSBURG, FL 33712
PHONE: 813.679.9918
EMAIL: ELY@BAYSITEENG.COM
ENGINEERING COA No. 36684



REVISION DATE:

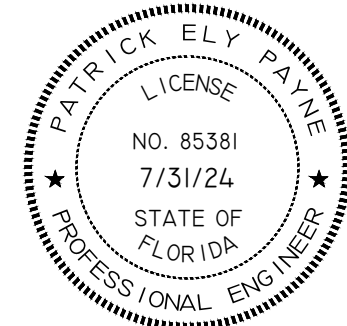
COMPANY # 009-01-001

PROJECT:

SPB SUNSET VILLAS
ADDRESS: 3700 GULF BLVD, ST PETE BEACH
PARCEL ID: 07-32-16-21852-028-0001

CLIENT:

SMILEY'S SNACK SHACK INC.
ST PETE BEACH, FL 33706
727-558-2737



PATRICK ELY PAYNE
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7/3/24. PRINTED COPIES OF THIS DOCUMENT
ARE NOT CONSIDERED SIGNED AND SEALED
AND THE SIGNATURE MUST BE VERIFIED ON
ANY ELECTRONIC COPIES.

DRAWING:

**TEXT CHANGE
SITE PLAN**

SHEET:

C-2.0



Administrative Guidelines for Subdivisions

Pre-application conference

The City request applicants for any development project that will involve the subdivision of real property to request a pre-application conference with the staff.

Purpose of Conference. The pre-application conference will be informal, and its purpose will be to discuss the proposed project, the views and concerns of the applicant, the regulatory issues that will impact the project or whether any additional information will be required with the application _

Minimum preliminary plat plan requirements

Unless otherwise instructed by the staff, all plats submitted for review shall include the following documents and information. Failure to provide the required information in a timely fashion may result in postponement of the review process. Staff reserves the right to require additional documents and/or information.

- A fully completed application signed by the owner of record or by an agent for the owner when such applicant provides a notarized statement from the owner authorizing him/her to act in the matter;
- Inclusion of a brief "Statement of Intent" explaining the proposed project;
- Payment of any fees which are due and payable upon submittal of the plat application;
- A recent survey, as defined below, of the zoning lot proposed for development;

Recent survey means a drawing prepared and sealed by a registered land surveyor in the State of Florida depicting, as it appears at the time of application, all property boundaries including the courses and distances of each, the locations and dimensional characteristics of all existing improvements on the site, the elevation of the site, all easements on or along the property, and the full legal description of the property together with the plat book and page number where such property is recorded.

- 10 copies of the preliminary plat (additional copies may be requested) that shall be a black line print drawn at a scale of not less than 1:100 feet to the inch and containing the following:

- The preliminary plat shall be a black line print;
- The subdivision name, the names and addresses of the owner or owners and the designer of the plat;
- Date, north point and scale;
- The boundary line of the tract to be subdivided, drawn accurately to scale and with accurate linear and angular dimensions;
- The location of existing and platted property lines, streets, watercourses, railroads, bridges and any public utility easement of record, both on the land to be subdivided and on the land immediately adjoining for a distance of at least 150 feet. The location of water and sewer mains, culverts, drainpipes, and all structures on the land to be subdivided and on the land within ten feet of it;
- The names of adjoining subdivisions with plat book and page numbers or the names of record owners of adjoining parcels of un-subdivided land;
- The names, proposed locations, and approximate dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines and building lines [This information may be graphical only, not requiring detailed computations or field work over and above that required to obtain the information listed next above];
- When deemed necessary by the appropriate board of authority, profiles of all streets showing natural and finished grades drawn to scale of not less than one-inch equals 40 feet horizontal and one-inch equals four feet vertical;
- When deemed necessary by the appropriate board of authority, contours with a vertical interval of not more than one foot referred to sea level datum;

Minimum final plat requirements

- The final or record plat shall be a black line print drawn at a scale of not less than 100 feet to the inch, and shall conform to the requirements of Chapter 177, Florida Statutes.
- 10 copies of the final plat will be required for review by the City Commission.

After recording the final plat, the subdivider shall submit one copy of the recorded final plat, showing Pinellas County Plat Book and Page Number(s) where it was recorded, to the City prior to the issuance of any building permit unless another procedure is approved by the City.



APPLICATION FOR SUBDIVISION

(Check appropriate boxes)

Complete the information required below, sign below where indicated and attach the subdivision plan for the subject property and any supporting drawings and documents you think will enhance your application. See subdivision guidelines.

APPLICANT/AGENT:

Name: BAYSITE ENGINEERING LLC

Address: 2054 CENTRAL AVE

City: ST. PETERSBURG State: FL

Zip: 33712 Telephone: 813-679-9918

PROPERTY OWNER:

Name: SMILEY'S SNACK SHACK INC.

Address: 3700 GULF BLVD

City: ST. PETE BEACH State: FL

Zip: 33706 Telephone: 727-520-2737

PROPERTY:

Address: 3700 GULF BLVD, ST. PETE BEACH

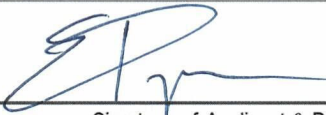
Parcel ID: 07-32-16-21852-028-0001

Current	Proposed	Current	Proposed
Zoning: <u>RFM</u>	Zoning: <u>RFM</u>	Land Use: <u>VACANT RESTAURANT</u>	land use: <u>SINGLE FAMILY ATTACHED</u>

Lot area: 0.39 ACRES (16,956 SF)

DETAILS OF THE REQUEST (Add additional sheets if necessary):

PRELIMINARY PLAT FOR 4 SINGLE FAMILY ATTACHED UNITS.

 6-10-24
Signature of Applicant & Date

For office use only:

Case Number:

Fees:

City Commission Action: ☐ Approved as requested ☐ Approved with conditions ☐ Denied

Owner's Authorization for Agent

Community Development Department

City of St. Pete Beach, Florida

I/WE

SMILEY'S SNACK SHACK INC.

(print name of property owner)

hereby authorize

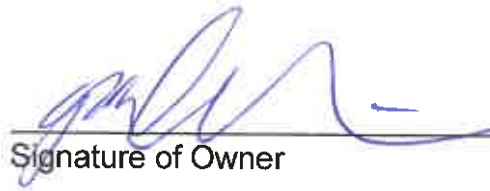
BAYSITE ENGINEERING LLC

(print name of agent)

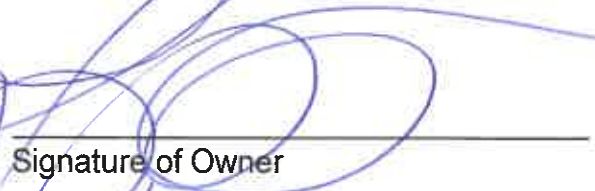
to represent me/us in an application for

SUBDIVISION

(type of application: variance, conditional use, zoning, etc.)


Signature of Owner

A. Paul Nicklaus Jr.
Print Name of Owner


Signature of Owner

Karen Browning
Print Name of Owner

The forgoing instrument was acknowledged before me this 10TH day of JUNE 2024 by A. Paul Nicklaus Jr. & Karen Browning or

personally known

produced

as identification.


(Notary Signature)

6.12.24
(Date)

My Commission Expires _____



**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Continue the Public Hearing on Ordinance 2024-04:
Establishing the Millage Rate for Fiscal Year 2025

Action Request: Motion to adopt Ordinance 2024-04

Strategic Objective: Meets a statutory requirement to adopt a millage rate
for fiscal year 2025 in order to levy ad valorem taxes.

Date: September 23, 2024

Prepared By: Andrew Laflin, Consultant - Finance Department

Through: Frances Robustelli, City Manager

Summary of Issue: The City of St. Pete Beach's current millage rate is 3.0913 mills per \$1,000 of taxable value. The fiscal year (FY) 2025 proposed budget was developed based on maintaining the 3.0913 millage rate, which generates \$1,231,836 in new revenue due to an 8.6% increase in property values.

The rolled-back millage rate represents the tax rate needed to generate the same total revenue in fiscal year 2025 as it did in fiscal year 2024. The City's proposed millage rate of 3.0913 is 8.57% higher than the rolled back millage rate of 2.8473.

The Pinellas County Property Appraiser's Office mailed truth-in-millage (TRIM) notices to property owners indicating a proposed rate of 3.0913 for the City of St. Pete Beach. Staff recommend adoption of the 3.0913 millage rate, which will require a two-thirds vote for approval. This will allow the City to balance its budget as proposed and fund the capital projects identified in the Capital Improvement Plan.

A rate in excess of 110% of the rolled-back rate based on the previous year's maximum millage rate, adjusted for change in per capita Florida personal income, may be adopted if approved by a unanimous vote of the membership of the governing body of the municipality. The City's majority vote maximum millage rate allowed

is 3.0093.

Funding:

N/A

Attachments:

1. Millage Adoption Ordinance 2024-04
2. Millage Adoption Business Impact Estimate

Ordinance 2024-04

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ESTABLISHING THE MILLAGE RATE FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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 section 200.065 requires the adoption of the millage rate by separate vote prior to the adoption of the annual budget.

WHEREAS, Florida Statutes section 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.

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

SECTION 2. The rolled-back millage rate for fiscal year 2025 is 2.8473

SECTION 3. The fiscal year 2025 proposed millage rate is 8.57% higher than the rolled-back rate.

SECTION 4. The millage rate to be levied for fiscal year 2025 shall be 3.0913 mills per \$1,000 of taxable value.

SECTION 5. This ordinance shall take effect immediately upon final adoption.

FIRST READING: _____
PUBLISHED: _____
SECOND READING: _____
PUBLIC HEARING: _____

CITY COMMISSION, CITY OF ST. PETE
BEACH, FLORIDA.

Adrian Petrila, Mayor

I, Amber LaRowe, 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 _____, 2024.

Amber LaRowe, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Andrew Dickman, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ESTABLISHING THE MILLAGE RATE FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of St Pete Beach is of the view that a business impact estimate is not required by state law¹ for the proposed St Pete Beach ordinance, but the City of St Pete Beach is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City St Pete Beach hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The ordinance satisfies a legal requirement to for the City to adopt an annual millage rate, that is proposed to be 3.0913 mills per \$1,000 of taxable value. In order for a municipality to levy ad valorem taxes, it must adhere to the Truth In Millage (TRIM) requirements, including conducting two public hearings to adopt the millage rate and annual budget.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St Pete Beach, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City of St Pete Beach's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

By maintaining the 3.0913 millage rate, the City is anticipated to generate \$1,231,836 in new revenue due to an 8.6% increase in property values.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

All commercial and residential property owners will be impacted by this proposed ordinance through the requirement to remit property tax payments to the Pinellas County Tax Collector.

4. Additional information the governing body deems useful (if any):

None.

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Continue the Public Hearing on Ordinance 2024-05:
Adopting the Budget for Fiscal Year 2025

Action Request: Motion to adopt Ordinance 2024-05

Strategic Objective: Satisfy a statutory requirement to legally adopt a
budget for fiscal year 2025.

Date: September 23, 2024

Prepared By: Andrew Laflin, Consultant - Finance Department

Through: Frances Robustelli, City Manager

Summary of Issue: The fiscal year (FY) 2025 proposed budget document was discussed during previous budget workshop and voted on at the first public hearing on September 9, 2024. No changes have since been incorporated into the budget since the first public hearing with the following exceptions:

- Within the Financial Impact Summary, the estimated beginning available fund balances were updated to include a revised amount of projected change in fund balance and net position through end of fiscal year 2024, based on current information available.
- Transfers were budgeted from the General Fund to the Wastewater Fund for \$3,800,000, General Fund to the Reclaimed Water Fund for \$400,000, and General Fund to the Stormwater Fund for \$300,000, in order to yield a projected positive ending fund balance in these enterprise for fiscal year ending September 30, 2025.

The City of St. Pete Beach's current millage rate is 3.0913 mills per \$1,000 of taxable value. The fiscal year (FY) 2025 proposed budget was developed based on maintaining the 3.0913 millage rate, which generates \$1,231,836 in new revenue due to an 8.6%

increase in property values.

The fiscal year 2025 budget as presented provides for funding sources, including revenues and transfers in, totaling \$69,589,945 and funding uses, including expenditures and transfers out, totaling \$77,105,471.

The excess of funding uses over funding sources in any fund results in use of existing fund balance and net position available to balance the budget (total sources equal total uses, inclusive of available budgeted reserves).

Funding:

N/A

Attachments:

1. Budget Adoption Ordinance 2024-05
2. FY 2025 Budget for Adoption
3. Budget Adoption Business Impact Estimate

Ordinance 2024-05

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ADOPTING THE BUDGET FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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”).

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.

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).

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.

WHEREAS, the City of St. Pete Beach FY 2025 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, 2024 and ending September 30, 2025.

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

SECTION 1. The FY 2025 budget document, attached hereto as Exhibit A (“the Budget”), is adopted by reference and is made part of this Ordinance.

SECTION 2. Upon adoption of the budget, the Capital Improvement Element of the City’s Comprehensive Plan is hereby updated to reflect the FY 2025 – FY 2029 Capital Improvement Plan.

SECTION 3. This Ordinance shall take effect immediately upon final adoption.

FIRST READING: _____
PUBLISHED: _____
SECOND READING: _____
PUBLIC HEARING: _____

CITY COMMISSION, CITY OF ST. PETE
BEACH, FLORIDA.

Adrian Petril, Mayor

I, Amber LaRowe, 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 _____, 2024.

Amber LaRowe, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Andrew Dickman, City Attorney

EXHIBIT A



**CITY OF ST PETE
BEACH**

FISCAL YEAR 2025

PROPOSED BUDGET

Adrian Petrilă, Mayor

City Commission:

Karen Marriott, District 1

Lisa Robinson, District 2

Betty Rzewnicki, District 3

Joe Moholland, District 4

Finance and Budget Review Committee:

Joanne Melodayo

Tim Polanowski

Col. Mike Greiger

John Samorajczyk

City Administration:

Frances Robustelli, City Manager

Andrew Laflin, Interim Finance Director

Amber LaRowe, City Clerk

Jennifer McMahon, Acting Assistant City Manager

Sheila Dalton, Accounting Manager

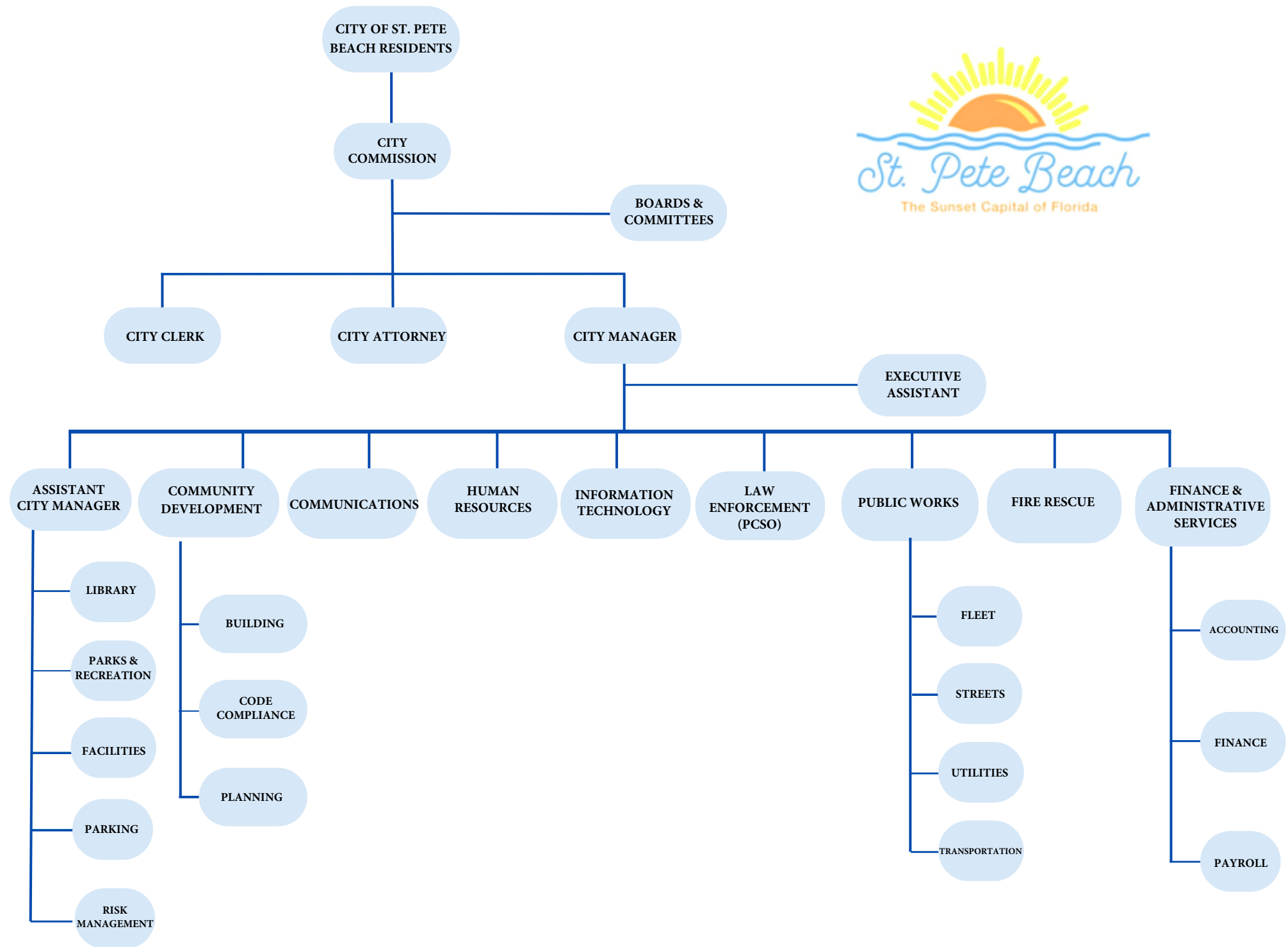
Jill Sassone, Human Resources Director

Candyce Galloway, Information Technology Director

James Kilpatrick, Fire Chief

Michael Clarke, Public Works Director

Betcinda Kettells, Library Director





City Manager's Budget Message

September 9, 2024

I am pleased to present the annual budget for the City of St. Pete Beach. The budget is the most important document that the City Commission adopts on an annual basis. It has been prepared in accordance with all applicable City, State and Federal requirements and government finance standards. The budget document represents the City's financial plan for continuing operation of the City and provides adequate funding for the continuation of services to our residents and businesses at or above the current levels of service.

Preparation of the City budget was made possible by the efforts of all department directors and administration. I extend my sincere appreciation to those involved and to the City Commission of the City of St. Pete Beach for the dedication and support.

Respectfully,

Frances Robustelli

Frances Robustelli

City Manager

Budget Summary

The FY 2025 budget is balanced at \$79,681,944, including non-operational items such as inter-fund transfers, fund balance appropriations and external financing activity. The following summary distinguishes revenue (i.e., recurring operational items) from other sources such as transfers, financing arrangements, and fund balance appropriations. Similarly, expenditures (i.e., personnel, operating, capital outlay, and debt service) are distinguished from other uses such as transfers and fund balance appropriations

	General	Building	Fleet	ARPA	Multimodal	Capital	Resiliency	Wastewater	Reclaimed	Stormwater	Total
Revenue:											
Ad Valorem Taxes	\$ 15,525,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,525,000
Utility Service Taxes	2,570,000	-	-	-	-	-	-	-	-	-	2,570,000
Franchise Fees	1,340,000	-	-	-	-	-	-	-	-	-	1,340,000
Local Option Taxes	-	-	-	-	-	1,500,000	-	-	-	-	1,500,000
Charges for Service	9,131,750	-	-	-	309,700	-	-	9,415,530	1,153,000	1,355,000	21,364,980
Intergovernmental	1,887,700	-	-	-	-	-	-	-	-	885,000	2,772,700
Fines & Forfeitures	406,000	-	-	-	-	-	-	-	-	-	406,000
Licenses & Permits	286,500	1,275,000	-	-	-	-	-	-	-	-	1,561,500
Other	1,772,950	50,000	50,000	-	20,000	3,700,000	-	40,000	105,000	30,000	5,767,950
Total	\$ 32,919,900	\$ 1,325,000	\$ 50,000	\$ -	\$ 329,700	\$ 5,200,000	\$ -	\$ 9,455,530	\$ 1,258,000	\$ 2,270,000	\$ 52,808,130
Other Sources:											
Transfers	4,960,815	-	506,000	-	-	6,165,000	650,000	3,800,000	400,000	300,000	16,781,815
Capital Leases	-	-	-	-	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-	-	-	-	-	-
Re-Appropriations	-	-	-	-	-	-	-	-	-	-	-
From Reserves	923,814	124,200	-	4,900,000	-	-	2,000	2,055,695	88,935	2,072,855	10,167,499
Total	\$ 5,884,629	\$ 124,200	\$ 506,000	\$ 4,900,000	\$ -	\$ 6,165,000	\$ 652,000	\$ 5,855,695	\$ 488,935	\$ 2,372,855	\$ 26,949,314
Total Sources:	\$ 38,804,529	\$ 1,449,200	\$ 556,000	\$ 4,900,000	\$ 329,700	\$ 11,365,000	\$ 652,000	\$ 15,311,225	\$ 1,746,935	\$ 4,642,855	\$ 79,757,444
Expenditures:											
Annual Expenditures:											
Personnel Costs	14,306,364	1,126,500	-	-	-	-	-	720,800	149,150	509,100	16,811,914
Operating Costs	11,426,800	322,700	-	-	-	-	-	5,746,440	1,136,970	494,200	19,127,110
Capital Outlay	698,300	-	506,000	-	-	8,023,500	652,000	7,642,000	400,000	3,383,620	21,305,420
Debt Service	552,065	-	-	-	-	1,069,227	-	1,201,985	-	255,935	3,079,212
Total	\$ 26,983,529	\$ 1,449,200	\$ 506,000	\$ -	\$ -	\$ 9,092,727	\$ 652,000	\$ 15,311,225	\$ 1,686,120	\$ 4,642,855	\$ 60,323,656
Other Uses:											
Transfers	11,821,000	-	-	4,900,000	-	-	-	-	60,815	-	16,781,815
To Reserves	-	-	50,000	-	329,700	2,272,273	-	-	-	-	2,651,973
Total	\$ 11,821,000	\$ -	\$ 50,000	\$ 4,900,000	\$ 329,700	\$ 2,272,273	\$ -	\$ -	\$ 60,815	\$ -	\$ 19,433,788
Total Uses:	\$ 38,804,529	\$ 1,449,200	\$ 556,000	\$ 4,900,000	\$ 329,700	\$ 11,365,000	\$ 652,000	\$ 15,311,225	\$ 1,746,935	\$ 4,642,855	\$ 79,757,444

Revenue

The budget is based on the current millage rate of 3.0913 mills per \$1,000 of taxable value. With an 8.6% increase in property values, ad valorem revenue is projected at \$15.5 million, an increase of \$1.2 million.

Parking and investment revenues have continued to exceed expectations. We anticipate continued growth in FY 2025, albeit at reduced growth rates.

Strategic Planning Process

We are in our fifth year of our strategic planning process making continued progress towards all five key elements of the plan: Economic Development, Internal Operations, Community and Neighborhoods, Transportation and Resiliency. Early in 2023, the city began the process of updating the strategic plan. One of the updates was to add a sixth key element, Sustainability.

The strategically managed framework will provide guidance in the FY25 budget as it represents a new opportunity to address these initiatives and continue with updates to the plan.

Economic Development

The top priority in this area includes beautification, increasing the city's tree canopy, improving beach maintenance and access points, and development of business incentives and shared parking agreements. Following is a status update on each:

- (3) Shared Parking Agreements
- Undergrounding project of Gulf Blvd
- Organize Beach Clean-ups with Keep Pinellas Beautiful
- Parklet Program has one approved parklet that will be installed in 2023 and has been a welcomed improvement to Corey Ave businesses.
- Added trees and landscaping at city facilities.
- Implemented a parks impact fee.
- Completed sanitary sewer project.

For FY25, we plan to accomplish the following:

- Streamline the process for new businesses involving FOG, Fire, CO
- Develop a resident hotel program that creates incentives for residents to visit.
- Encourage private property to underground utilities.
- Develop inventory and beach access improvement plan.

Internal Operations

The city identified outdated technology used for city operations that need to be updated and or replaced. Additionally, some processes to assist in internal operations have been put in place. The following has been accomplished:

- The Pay Compensation Study will be implemented in FY25.
- Employee of the quarter program has been established and continues with now a monthly recognition program being added in FY25.

- Received grants for pump station 1, Community Center seawall, Boca Ciega Dr improvements and Fire Station 23
- Reclassified contractual PIO into a full time Communications Manager
- Created a Human Resources Specialist position and reclassified the Human Resources Administrator into a director position.
- Continued implementation of Finance Enterprise software.
- Transitioned to cloud-based hosting for City software applications.
- Optimizing Asset Essential software

For FY25, we plan to accomplish the following:

- Update financial policies like p-card, travel/training, vendor management, contract management and capitalization.
- Evaluate green initiatives.
- Full deployment of existing applications at department level: electronic signature, online forms and payment.
- Prioritize cyber security.
- Identification of asset ownership in GIS database for communicating with utility companies and improved risk management.
- Establish and update procurement policy and procedures.

Community and Neighborhoods

In the FY25 budget, an additional \$250,000 has been added to add more presence of law enforcement on our beaches and in high traffic areas in the city. This is in addition the (3) Community Police Officer that we currently contract. This was a successful initiative in FY24.

Other top priorities include beach access, water access, maintaining business diversity and uniqueness and promoting community centered events. The following has been accomplished:

- Replaced playground in Horan Park
- Removed unsafe fencing in Egan Park and added sod to create additional green space.
- City initiative was created to host and collect donations for a back-to-school drive.

For FY25, we plan to accomplish:

- Updating sign ordinance to reduce sign clutter and give a better aesthetic.
- Continue an annual HOA president meeting and quarterly district town halls.

Transportation

Below is a status update on transportation-related initiatives:

- Began a complete streets study for the downtown core.
- Adopted the Gulf Blvd Safety Study as part of the City's Vision Zero goal.

For FY25, we plan to accomplish:

- Develop more parking on 76th Avenues Right of Way
- Negotiate easements with hotels as they develop with the Beach Walk in mind.
- Develop a wayfinding project to create a bike trail and make navigating easier for pedestrians and cyclists.
- Complete the Downtown Core Complete Streets study and recommend improvements.
- Work with Forward Pinellas and FDOT on Gulf Blvd Safety Improvements

Resiliency/Sustainability

Top priorities in this area include Exploring federal and state grant opportunities; develop an improvement plan to address City infrastructure; develop severe storm resiliency plan; develop sea level rise program; develop living shoreline program and ensure beach re-nourishment efforts. Recent efforts include:

- Added additional EV chargers in the City of St. Pete Beach.
- Promote our storm drain adoption program.
- Continue with the undergrounding of Gulf Blvd.
- Continue to Work with Duke on undergrounding in the neighborhoods.
- Rehabilitation of the Pass-a-Grille Way seawall from 1st Ave to 12th Ave.
-

For FY 25, we plan to accomplish:

- City Hall HVAC Improvement
- Generators added to City Hall and Public Works
- Development of a comprehensive Watershed Management Master Plan.
- Concept design for a living shoreline for the entire Don Cesar neighborhood.
- Design of a watershed stormwater pump station in the Lido neighborhood.
- Construction of a living shoreline and street drainage improvements at the 36th Ave stormwater outfall structure.
- Repaving of Gulf Way from 1st Ave to 22nd Ave utilizing telemetry guided grading for stormwater drainage and heat reduction pavement surface treatment.
- Rehabilitation of the 28th Ave seawall with cap elevation to improve storm resiliency.
- Replacement of the 17th Ave seawall with cap elevation to improve storm resiliency.
- Concept design for a multiple watershed stormwater pump station bounded by 75th Ave, Gulf Blvd, 79th Ave and Blind Pass.
- Design for the replacement of the Don Cesar Boat ramp including flood mitigation concepts.
- Design for the rehabilitation of the Recreation Center seawall including living shoreline concepts for flood mitigation.
- Design for the replacement of Fire Station 22 incorporating flood mitigation and sustainable building concepts.

City of St. Pete Beach
FY 2025 Budget
Financial Impact Summary

	General	Building	Fleet	ARPA	Multimodal	Capital	Resiliency	Wastewater	Reclaimed	Stormwater	Total
Estimated beginning balance	\$ 11,296,648	\$ 2,801,863	\$ 1,098,075	\$ 4,924,782	\$ 280,914	\$ 5,034,620	\$ 580,168	\$ 2,208,203	\$ 114,040	\$ 2,110,293	\$ 30,449,606
Funding sources:											
Revenue	\$ 32,919,900	\$ 1,325,000	\$ 50,000	-	\$ 329,700	\$ 5,200,000	\$ -	\$ 9,455,530	\$ 1,258,000	\$ 2,270,000	\$ 52,808,130
Re-appropriations	-	-	-	-	-	-	-	-	-	-	-
Transfers in	4,900,000	-	506,000	-	-	6,165,000	650,000	3,800,000	400,000	300,000	16,721,000
Repayment from Fund 102	60,815	-	-	-	-	-	-	-	-	-	60,815
Debt proceeds	-	-	-	-	-	-	-	-	-	-	-
Total funding sources	37,880,715	1,325,000	556,000	-	329,700	11,365,000	650,000	13,255,530	1,658,000	2,570,000	69,589,945
Funding uses:											
Expenditures	\$ 26,983,529	\$ 1,449,200	\$ 506,000	\$ -	\$ -	\$ 9,092,727	\$ 652,000	\$ 15,311,225	\$ 1,686,120	\$ 4,642,855	\$ 60,323,657
Transfers out	11,821,000	-	-	4,900,000	-	-	-	-	-	-	16,721,000
Repayment to General Fund	-	-	-	-	-	-	-	-	60,815	-	60,815
Total funding uses	38,804,529	1,449,200	506,000	4,900,000	-	9,092,727	652,000	15,311,225	1,746,935	4,642,855	77,105,472
To (from) fund balance	\$ (923,814)	\$ (124,200)	\$ 50,000	\$ (4,900,000)	\$ 329,700	\$ 2,272,273	\$ (2,000)	\$ (2,055,695)	\$ (88,935)	\$ (2,072,855)	\$ (7,515,526)
Estimated ending balance	<u>\$ 10,372,834</u>	<u>\$ 2,677,663</u>	<u>\$ 1,148,075</u>	<u>\$ 24,782</u>	<u>\$ 610,614</u>	<u>\$ 7,306,893</u>	<u>\$ 578,168</u>	<u>\$ 152,508</u>	<u>\$ 25,105</u>	<u>\$ 37,438</u>	<u>\$ 22,934,080</u>

City of St. Pete Beach
FY 2025 Budget

Personnel Summary

Budgeted Full-time Equivalent (FTE) Positions							
Department/Division	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	FY 2025 +/- (%)
City Commission	5.00	5.00	5.00	5.00	5.00	0.00	0.0%
City Clerk	3.00	3.50	3.00	3.00	3.00	0.00	0.0%
City Manager's Office	2.00	2.00	3.50	4.00	4.00	0.00	0.0%
Planning	4.20	3.50	3.00	3.00	3.30	0.30	10.0%
Facilities Management	3.46	5.46	6.21	6.21	5.75	-0.46	-7.4%
Human Resources	1.00	1.00	1.00	2.00	2.00	0.00	0.0%
Finance	5.75	5.75	5.75	7.75	6.75	-1.00	-12.9%
IT	2.00	2.00	2.00	3.00	3.00	0.00	0.0%
Transportation	8.85	8.35	8.80	8.80	7.00	-1.80	-20.5%
Code Compliance	4.70	3.00	2.50	4.55	3.00	-1.55	-34.1%
Fire & EMS	35.63	36.00	36.00	40.00	41.00	1.00	2.5%
Public Works Administration	3.05	3.05	3.05	4.15	5.30	1.15	27.7%
Streets Maintenance	3.00	3.00	3.00	3.00	4.00	1.00	33.3%
Library	7.15	7.65	7.65	8.28	7.63	-0.65	-7.9%
Beach Maintenance	3.00	3.00	4.00	4.00	4.00	0.00	0.0%
Parks Maintenance	8.00	8.00	8.00	8.00	9.00	1.00	12.5%
Recreation & Aquatics	16.82	15.07	14.07	14.07	14.81	0.74	5.3%
Total General Fund	116.61	115.33	116.53	128.81	128.54	-0.27	-0.2%
Building Services	5.55	8.50	9.05	11.05	9.70	-1.35	-12.2%
Total Building Fund	5.55	8.50	9.05	11.05	9.70	-1.35	-12.2%
Wastewater	5.45	5.45	5.45	5.70	6.60	0.90	15.8%
Reclaimed	1.35	1.35	1.35	1.40	1.50	0.10	7.1%
Stormwater	3.15	3.15	3.15	3.30	5.60	2.30	69.7%
Total Enterprise Funds	9.95	9.95	9.95	10.40	13.70	3.30	31.7%
TOTAL PERSONNEL	132.11	133.78	135.53	150.26	151.94	1.68	1.1%

City of St. Pete Beach

FY 2025 Budget

Personnel Summary

Personnel Costs

Department/Division	FY 2021 Actual	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Proposed	FY 2025 Change (\$)	FY 2025
							Change (%)
City Commission	31,625	32,092	32,069	32,057	32,057	-	0.0%
City Clerk	214,249	243,076	263,330	300,560	325,650	25,090	8.3%
City Manager's Office	347,597	381,810	525,780	766,130	860,500	94,370	12.3%
Planning	313,737	336,084	364,900	211,060	392,235	181,175	85.8%
Facilities Management	154,120	314,000	423,600	403,500	392,200	(11,300)	-2.8%
Human Resources (1)	-	-	-	-	218,550	218,550	-
Finance	568,852	605,515	657,800	647,820	857,200	209,380	32.3%
IT	186,062	200,750	195,800	387,640	388,400	760	0.2%
Library	403,225	495,190	543,800	607,060	614,350	7,290	1.2%
Transportation & Parking	404,906	489,215	513,400	531,500	552,500	21,000	4.0%
Code Compliance	186,968	169,716	214,930	298,800	269,200	(29,600)	-9.9%
Law Enforcement	98,720	96,400	194,500	198,000	198,000	-	0.0%
Fire & EMS	4,148,021	4,574,293	4,574,400	5,558,345	6,316,300	757,955	13.6%
Public Works Administration	285,538	303,310	316,690	424,690	540,476	115,786	27.3%
Streets Maintenance	204,768	228,600	242,000	248,900	315,500	66,600	26.8%
Beach Maintenance	234,602	240,400	317,900	382,500	417,800	35,300	9.2%
Parks Maintenance	541,563	592,786	713,500	764,700	820,750	56,050	7.3%
Recreation & Aquatics	778,155	754,986	788,700	846,900	794,696	(52,204)	-6.2%
Non-Departmental		50,000	19,715	-	-	-	-
Total General Fund	\$ 9,102,708	\$ 10,108,223	\$ 10,902,814	\$ 12,610,162	\$ 14,306,364	\$ 1,696,202	13.5%
Building Services	472,654	691,986	955,000	1,192,707	1,126,500	(66,207)	-5.6%
Total Building Fund	\$ 472,654	\$ 691,986	\$ 955,000	\$ 1,192,707	\$ 1,126,500	\$ (66,207)	-5.6%
Wastewater	398,138	472,295	514,195	613,995	720,800	106,805	17.4%
Reclaimed	103,583	107,110	122,210	126,510	149,150	22,640	17.9%
Stormwater	270,689	278,370	310,365	362,465	509,100	146,635	40.5%
Total Enterprise Funds	\$ 772,410	\$ 857,775	\$ 946,770	\$ 1,102,970	\$ 1,379,050	\$ 276,080	25.0%
TOTAL PERSONNEL	\$ 10,347,772	\$ 11,657,984	\$ 12,804,584	\$ 14,905,839	\$ 16,811,914	\$ 1,906,075	12.8%

City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001								
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
Ad Valorem Tax (3.0913 millage)	311.000	10,478,967	10,990,637	12,553,786	14,293,164	15,525,000	8.6%	1,231,836
Ad Valorem Tax		\$ 10,478,967	\$ 10,990,637	\$ 12,553,786	\$ 14,293,164	\$ 15,525,000	8.6%	\$ 1,231,836
							-	\$ -
Utility Tax: Electric	314.100	1,508,469	1,587,541	1,557,000	1,600,000	1,650,000	3.1%	50,000
Utility Tax: Water	314.300	300,611	299,859	340,000	330,000	345,000	4.5%	15,000
Utility Tax: Gas	314.400	53,929	59,772	55,300	55,000	60,000	9.1%	5,000
Communication Services Tax	315.000	487,121	486,094	477,000	506,000	515,000	1.8%	9,000
Utility Tax		\$ 2,350,130	\$ 2,433,266	\$ 2,429,300	\$ 2,491,000	\$ 2,570,000	3.2%	\$ 79,000
							-	\$ -
Franchise Fee: Electric	323.100	1,153,188	1,246,505	1,250,000	1,250,000	1,300,000	4.0%	50,000
Franchise Fee: Gas	323.400	15,720	20,903	19,500	19,500	20,000	2.6%	500
Franchise Fee: Solid Waste	323.700	20,000	20,000	20,000	20,000	20,000	0.0%	-
Franchise Fees		\$ 1,188,908	\$ 1,287,408	\$ 1,289,500	\$ 1,289,500	\$ 1,340,000	3.9%	\$ 50,500
							-	\$ -
Half Cent Sales Tax	335.180	696,300	765,166	730,000	744,000	800,000	7.5%	56,000
State Revenue Sharing	335.120	221,913	273,431	220,000	254,900	260,000	2.0%	5,100
State Revenue Sharing: Motor Fuel	335.122	61,777	69,841	56,000	57,700	58,000	0.5%	300
State Excise Tax: Fire Pension	312.510	203,153	197,870	187,700	187,700	190,000	1.2%	2,300
State Excise Tax: Police Pension	312.520	98,720	103,178	98,000	98,000	100,000	2.0%	2,000
Pinellas County Gas Tax	312.410	122,792	126,360	127,000	127,000	128,000	0.8%	1,000
Property Registration Fee	329.000	1,650	1,600	1,300	1,300	1,200	-7.7%	(100)
Reclmd Water Permits	329.100			-	-	-	-	-
Lobbyist Fee	329.400	-	50	-	-	1,000	-	1,000
Federal Grant: Public Safety	331.200	50,521	-	-	-	-	-	-

City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
Federal Grant: FEMA	331.620	-	58,913	-	-	1,000	-	1,000
Alcoholic Beverage Licenses	335.150	45,360	47,253	43,000	43,000	50,000	16.3%	7,000
State Firefighter Supplemental	335.210	19,845	15,475	14,120	15,300	14,500	-5.2%	(800)
Fuel Tax Refund	335.490	4,461	4,110	3,600	4,200	4,000	-4.8%	(200)
Local Government Grants	337.100	6,798	38,076	6,900	240,000	-	-100.0%	(240,000)
Pinellas County Reimbursement	337.300			-	-	20,000	-	20,000
Pinellas Public Library Cooperative	337.700	221,883	229,493	235,000	260,000	260,000	0.0%	-
Intergovernmental		\$ 1,755,173	\$ 1,930,816	\$ 1,722,620	\$ 2,033,100	\$ 1,887,700	-7.2%	\$ (145,400)
							-	\$ -
Pinellas County EMS	342.400	1,989,519	2,131,469	2,371,300	2,602,655	2,700,000	3.7%	97,345
EMS Reimbursement	342.401	5,000	5,000	5,000	5,000	7,000	40.0%	2,000
Public Safety Fees		\$ 1,994,519	\$ 2,136,469	\$ 2,376,300	\$ 2,607,655	\$ 2,707,000	3.8%	\$ 99,345
							-	\$ -
Parking Facilities	344.500	3,485,035	4,051,290	3,870,000	5,095,000	5,350,000	5.0%	255,000
Parking Facilities: Pinellas County	344.501	560,758	581,839	559,000	575,000	575,000	0.0%	-
Parking Facilities: Shared	344.502	-	348		-	1,250	-	1,250
Parking Permits	344.550	142,563	129,142	37,000	37,000	40,000	8.1%	3,000
Transportation		\$ 4,188,356	\$ 4,762,619	\$ 4,466,000	\$ 5,707,000	\$ 5,966,250	4.5%	\$ 259,250
							-	\$ -
Planning and Zoning Board Fees	341.200	31,444	23,697	20,000	20,000	25,000	25.0%	5,000
Business Tax Receipts	316.000	92,376	93,794	92,000	95,000	90,000	-5.3%	(5,000)
Plan Review Fees	322.200	436,882	1,028,734	79,000	493,000	120,000	-75.7%	(373,000)
Fire Inspection Fees	322.250	29,825	37,225	50,000	50,000	50,000	0.0%	-
Tree Removal Permits	322.600	1,200	775	1,000	1,000	500	-50.0%	(500)

City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
Miscellaneous Permits	322.700	680	810	-	-	1,000	-	1,000
FOG Inspection	329.301	3,200	-	-	-	-	-	-
Licenses and Permits		\$ 595,607	\$ 1,185,035	\$ 242,000	\$ 659,000	\$ 286,500	-56.5%	\$ (372,500)
							-	\$ -
Admin Service Fee: Building Fund	341.318	88,800	88,400	182,000	194,900	203,000	4.2%	8,100
Admin Service Fee: Wastewater	341.320	364,800	452,000	448,000	568,700	592,500	4.2%	23,800
Admin Service Fee: Reclaimed	341.340	75,400	88,400	96,000	119,000	124,000	4.2%	5,000
Admin Service Fee: Stormwater	341.360	61,300	67,700	80,000	105,600	110,000	4.2%	4,400
Administrative Services		\$ 590,300	\$ 696,500	\$ 806,000	\$ 988,200	\$ 1,029,500	4.2%	\$ 41,300
							-	\$ -
Library Fees	347.100	19,864	30,030	22,000	31,000	30,000	-3.2%	(1,000)
Pool: Admissions	347.550	48,658	50,064	56,000	56,000	55,000	-1.8%	(1,000)
Pool: Staff Led Programs	347.561	23,161	20,388	19,300	19,300	12,500	-35.2%	(6,800)
Pool: Special Events	347.567	16,229	1,963	-	-	500	-	500
Pool: Instructor Fees	347.570	26,787	26,644	29,450	32,000	27,000	-15.6%	(5,000)
Pool: Store Sales	369.100	3,041	2,963	6,500	6,500	6,500	0.0%	-
Recreation: Staff Led Program Fees	347.220	134,277	141,305	147,700	140,000	140,000	0.0%	-
Recreation: Sports League Fees	347.230	1,550	6,350	2,400	2,400	2,000	-16.7%	(400)
Recreation: Instructor Fees	347.240	74,486	78,291	75,000	113,500	100,000	-11.9%	(13,500)
Recreation: Camp Store Sales	369.110	9,384	9,137	12,100	10,000	10,000	0.0%	-
Fitness Room/Gym: Daily Fee	347.221	10,492	7,737	12,600	8,000	10,000	25.0%	2,000
Paddleboard Rental	347.300	-	7,079	-	7,600	5,000	-34.2%	(2,600)
Field Trip Payments	347.224	-	-	-	-	-	-	-
Special Events	347.222	23,324	1,803	-	-	-	-	-

City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
Special Events: Reimbursement	347.420	2,450	8,873	12,000	12,000	10,000	-16.7%	(2,000)
Beach Weddings	347.425	52,750	62,197	50,000	46,000	50,000	8.7%	4,000
Culture and Recreation		\$ 446,453	\$ 454,824	\$ 445,050	\$ 484,300	\$ 458,500	-5.3%	\$ (25,800)
							-	\$ -
Court Fines	351.100	7,760	7,709	7,000	7,000	6,000	-14.3%	(1,000)
Special Magistrate	354.100	124,944	120,624	90,000	88,000	100,000	13.6%	12,000
Parking Tickets	359.200	269,296	291,615	280,000	375,000	300,000	-20.0%	(75,000)
Court Related		\$ 402,000	\$ 419,948	\$ 377,000	\$ 470,000	\$ 406,000	-13.6%	\$ (64,000)
							-	0
Lease: Merry Pier	362.300	39,996	42,473	46,000	48,000	48,000	0.0%	-
Lease: Concessions	362.450	189,642	285,900	212,500	210,000	210,000	0.0%	-
Lease: Cabanas	362.455	42,435	44,685	47,100	65,000	85,000	30.8%	20,000
Rent: Community Center	362.200	123,417	132,031	135,300	110,000	100,000	-9.1%	(10,000)
Rent: Pass-a-Grille Deck	362.460	12,928	17,268	17,580	17,000	17,500	2.9%	500
Rent: Warren Webster	362.710	1,950	4,044	6,885	8,000	7,000	-12.5%	(1,000)
Rent: Don Vista	362.720	7,800	9,600	9,600	9,600	9,600	0.0%	-
Rent: Gymnasium	362.800	1,809	-	-	-	-	-	-
Rent: Ballfields	362.810	-	-	2,000	4,000	2,000	-50.0%	(2,000)
Rent: Parks	362.820	5,370	7,873	7,100	7,100	7,100	0.0%	-
Rent: Pool	362.830	19,846	19,049	13,000	15,500	14,000	-9.7%	(1,500)
Rent: Other	362.900	1,200	500	1,200	-	-	-	-
Leases and Rentals		\$ 446,393	\$ 563,423	\$ 498,265	\$ 494,200	\$ 500,200	1.2%	\$ 6,000
							-	\$ -
Investment Income	361.100	39,088	110,065	124,900	250,000	125,000	-50.0%	(125,000)

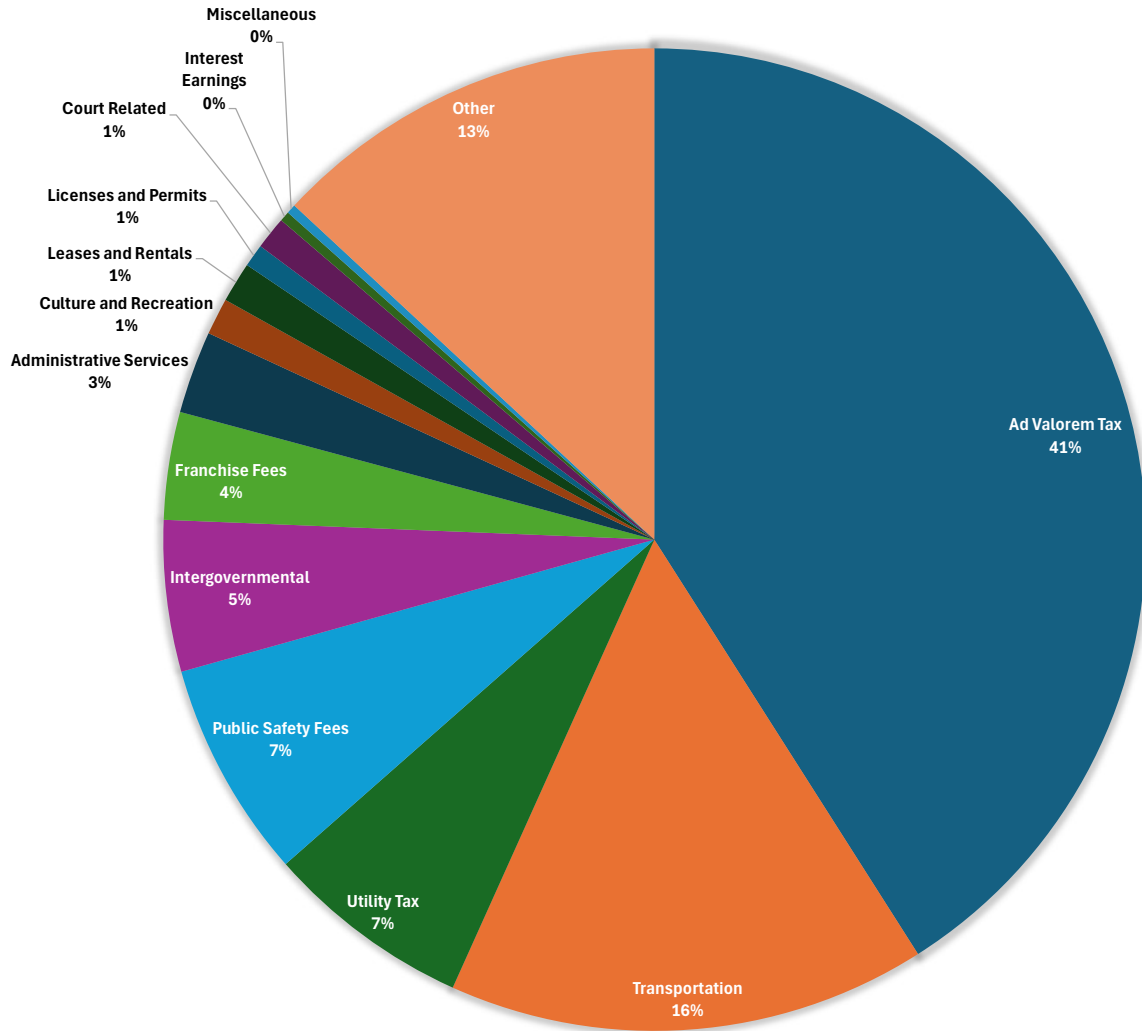
City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001								
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
Interest Earnings		\$ 39,088	\$ 110,065	\$ 124,900	\$ 250,000	\$ 125,000	-50.0%	\$ (125,000)
							-	\$ -
Insurance Recovery	364.490	5,725	4,281	-	-	2,000	-	2,000
Scrap Sales	365.000	2,170	16,555	5,000	5,000	5,000	0.0%	-
Donations: Library	366.400			-	-	1,000	-	1,000
Donations: Library Memorials	366.450	5,036	301	-	-	250	-	250
Donations: Parks and Recreation	366.500	2,000	25,492	-	-	70,000	-	70,000
Donations: City Projects	366.600	-	-	-	-	-	-	-
Donations: Parks (Adopt Program)	366.550	7,500	-	-	-	-	-	-
Donations: Fire Department	366.200	-	-	-	-	-	-	-
Miscellaneous	369.000	11,168	128,956	20,000	20,000	10,000	-50.0%	(10,000)
Lien Searches	369.001	22,360	19,960	20,000	20,000	20,000	0.0%	-
Parklets	369.002	1,900	6,000	-		5,000	-	5,000
Settlements	369.300	11,483	-	-	-	-	-	-
Refund Prior Year Expenses	369.500	8	-	-	-	-	-	-
Workers Comp Reimbursement	369.910	-	9,032	-	-	-	-	-
Other Charges for Service	349.900	100	-	-	-	-	-	-
Copy Charges	341.310	4,583	4,928	4,000	4,000	5,000	25.0%	1,000
Convenience Fee	349.905	2,790	3	-	-	-	-	-
Camp Store Sales	349.905			-	10,000	-	-100.0%	(10,000)
Miscellaneous		\$ 76,823	\$ 215,508	\$ 49,000	\$ 59,000	\$ 118,250	100.4%	\$ 59,250
							-	\$ -
Total Revenue		\$ 24,552,717	\$ 27,186,518	\$ 27,379,721	\$ 31,826,119	\$ 32,919,900	3.4%	\$ 1,093,781
							-	\$ -

City of St. Pete Beach
FY 2025 Budget
General Fund Revenue

Fund 001								
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY25 - FY24 Change (%)	FY25 - FY24 Change (\$)
VRP Contributions	381.001	-	-	-	-	-	-	-
Transfer from ARPA Fund	381.208	-	-	-	-	4,900,000	-	4,900,000
Repayment from Reclaimed Fund	381.103	-	-	-	60,813	60,815	0.0%	2
Debt Proceeds	384.000	-	-	-	-	-	-	-
Other Financing Sources		\$ -	\$ -	\$ -	\$ 60,813	\$ 4,960,815	8057.5%	\$ 4,900,002
							-	\$ -
Total Funding Sources		\$ 24,552,717	\$ 27,186,518	\$ 27,379,721	\$ 31,886,932	\$ 37,880,715	18.8%	\$ 5,993,783

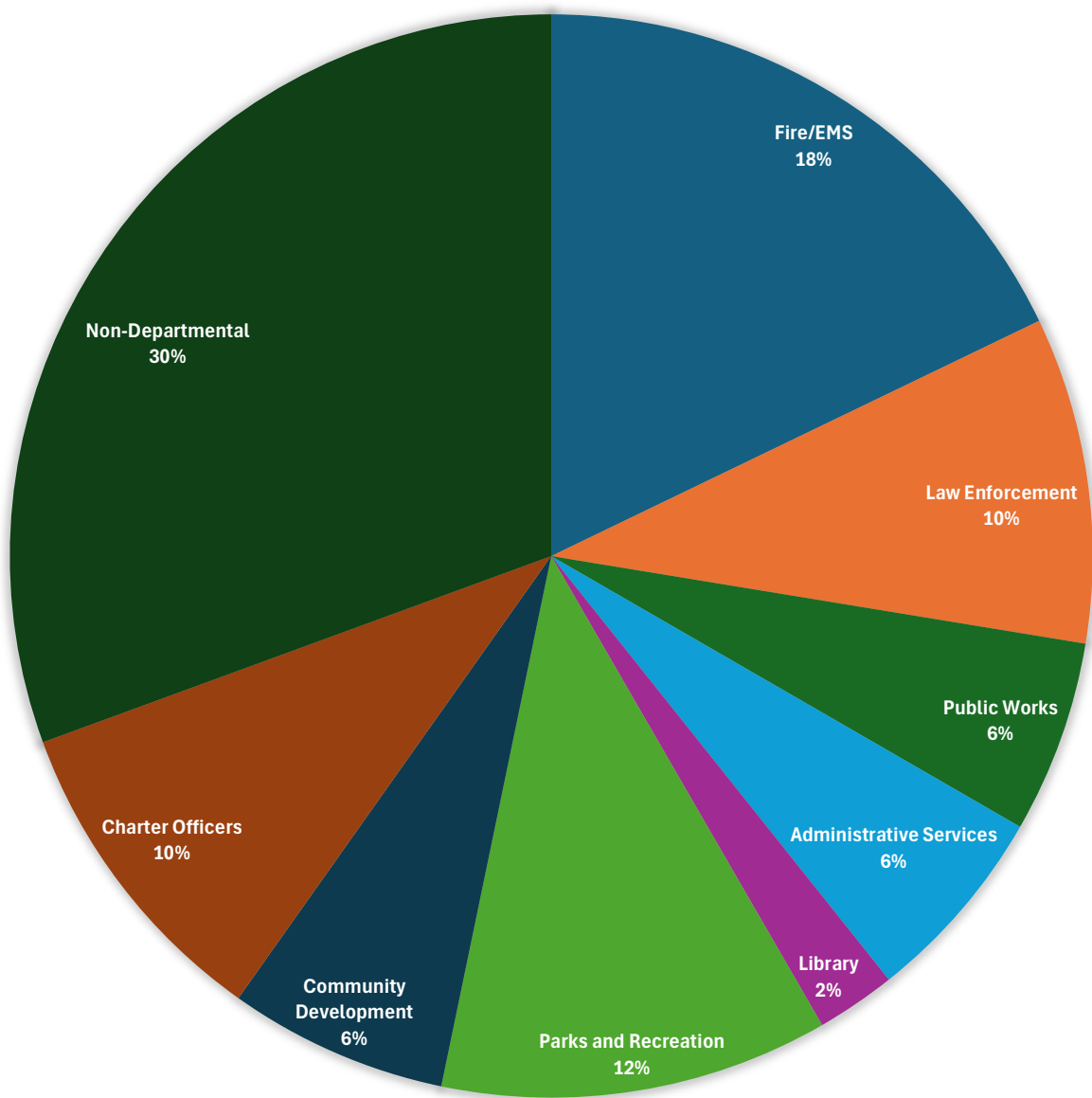
FY 2025 GENERAL FUND REVENUE SOURCES



City of St. Pete Beach
FY 2025 Budget
General Fund Expenditures

	Summary									
	Charter Officers	Community Development	Administrative Services	Library Department	Law Enforcement	Fire Department	Parks & Recreation	Public Works	Non- Departmental	Total
Personnel	\$ 2,002,642	\$ 821,700	\$ 1,464,150	\$ 614,350	\$ 198,000	\$ 6,316,300	\$ 2,033,246	\$ 855,976	\$ -	\$ 14,306,364
Operating	\$ 1,602,435	\$ 1,680,480	\$ 846,300	\$ 258,650	\$ 3,580,250	\$ 494,185	\$ 1,825,640	\$ 1,138,860	\$ -	\$ 11,426,800
Capital	\$ 55,000	\$ 40,000	\$ -	\$ 47,800	\$ -	\$ 116,500	\$ 344,000	\$ 95,000	\$ -	\$ 698,300
Transfers	\$ 68,000	\$ -	\$ -	\$ -	\$ -		\$ 298,000	\$ 140,000	\$ 11,315,000	\$ 11,821,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 552,065	\$ 552,065
Total	\$ 3,728,077	\$ 2,542,180	\$ 2,310,450	\$ 920,800	\$ 3,778,250	\$ 6,926,985	\$ 4,500,886	\$ 2,229,836	\$ 11,867,065	\$ 38,804,529

FY 2025 GENERAL FUND EXPENDITURES



City of St. Pete Beach
FY 2025 Budget
City Commission

Mission:

By the Charter of the City of St. Pete Beach, the City Commission is vested with the legislative powers of the City.

The City Commission consists of four Commissioners and a Mayor-Commissioner. Each Commissioner is elected by voters within his/her district and the Mayor is elected by voters throughout the City.

The City Commission is empowered to approve and adopt the City's annual budget; adopt, amend and repeal ordinances and resolutions; levy taxes; grant, renew or extend franchises; set service or user fees for municipal services; authorize the borrowing of money; and appoint various Board and Committee members.

The City Commission appoints the City Manager, the City Clerk, and the City Attorney in accordance with the City Charter.

They are also responsible for the establishment of goals and direction of the City and approve all policies for the City.

The Commission is prohibited from dictating the appointment or removal of any City administrative officer or employee whom the City Manager is empowered to appoint. The Commission is prohibited from interfering with administration except for the purpose of inquiries and investigations.

Action Items:

-  Facilitate the City's strategic plan
-  Provide quality municipal services
-  Promote the health, safety, and welfare of St. Pete Beach residents
-  Create and preserve an environmentally healthy, clean, and beautiful community

City of St. Pete Beach
FY 2025 Budget
City Commission

Budgeted Full-time Equivalent (FTE) Positions

Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/-	FY 2025 +/-
						(FTE)	(%)
Mayor	1.00	1.00	1.00	1.00	1.00	0.00	
Commissioner District 1	1.00	1.00	1.00	1.00	1.00	0.00	
Commissioner District 2	1.00	1.00	1.00	1.00	1.00	0.00	
Commissioner District 3	1.00	1.00	1.00	1.00	1.00	0.00	
Commissioner District 4	1.00	1.00	1.00	1.00	1.00	0.00	
Total	5.00	5.00	5.00	5.00	5.00	0.00	0.0%

City of St. Pete Beach
FY 2025 Budget
City Commission

001-5000-511

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Executive Salaries	5110	29,264	29,948	29,700	29,700	29,700	29,700	0.0%
FICA Expense	5210	2,258	2,272	2,272	2,272	2,272	2,272	0.0%
Workers Compensation	5240	103	109	97	85	85	85	0.0%
Personnel Costs		\$ 31,625	\$ 32,329	\$ 32,069	\$ 32,057	\$ 32,057	\$ 32,057	0.0%
Professional & Contractual	5310	30,938	47,552	63,000	63,000	63,000	63,000	0.0%
Donations	5349	11,000	11,000	11,000	11,000	11,000	11,000	0.0%
Travel & Training	5400	-	-	-	-	-	-	
Travel & Training - District 1	5401	99	-	1,600	2,000	2,000	2,000	0.0%
Travel & Training - District 2	5402	99	880	1,600	2,000	2,000	2,000	0.0%
Travel & Training - District 3	5403	209	1,658	1,600	2,000	2,000	2,000	0.0%
Travel & Training - District 4	5404	-	-	1,600	2,000	2,000	2,000	0.0%
Travel & Training - Mayor	5405	625	1,947	1,600	2,000	2,000	2,000	0.0%
League of Cities	5407	795	1,651	2,000	3,000	5,000	5,000	66.7%
Promotional Activities	5489	-	-	-	-			
Other Expenses	5499	4,363	6,777	4,700	5,000	5,000	5,000	0.0%
Office Supplies	5510	165	974	1,000	1,000	1,000	1,000	0.0%
Furnishings	5511	-	9,674	1,000	1,000	1,000	1,000	0.0%
Publications & Memberships	5540	5,064	5,270	6,000	13,000	8,000	8,000	-38.5%
Contingency	5599		-	10,000	10,000	10,000	10,000	0.0%
Operating Costs		\$ 53,357	\$ 87,383	\$ 106,700	\$ 117,000	\$ 114,000	\$ 114,000	-2.6%
Total		\$ 84,982	\$ 119,712	\$ 138,769	\$ 149,057	\$ 146,057	\$ 146,057	-2.0%

City of St. Pete Beach
FY 2025 Budget
City Commission

001-5000-511

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Executive Salaries	5110	29,700	City Commission salaries and wages per City Charter provision 3.04
FICA Expense	5210	2,272	FICA contributions at 7.65% of salary
			Estimated expenditures assuming 5% increase (FY 2024 rates locked;
Workers Compensation	5240	85	premium subject to personnel cost increases)
Personnel Costs		\$ 32,057	
Professional & Contractual	5310	63,000	Professional lobbyist service at \$5,000/month plus incidentals
			Neighorly care network (\$8,000); Gulf Beaches Historical Museum (\$3,000);
Donations	5349	11,000	Chamber of Commerce (\$7,000)
Travel & Training - District 1	5401	2,000	Miscellaneous travel, training, and meeting expenditures
Travel & Training - District 2	5402	2,000	Miscellaneous travel, training, and meeting expenditures
Travel & Training - District 3	5403	2,000	Miscellaneous travel, training, and meeting expenditures
Travel & Training - District 4	5404	2,000	Miscellaneous travel, training, and meeting expenditures
Travel & Training - Mayor	5405	2,000	Miscellaneous travel, training, and meeting expenditures
League of Cities	5407	5,000	Travel expenses incurred for the appointed Florida League of Cities liaison
			Appreciation Dinner for Advisory Board and Committees (\$3,000); name
			plates and portraits for the City Commission for display in City Hall; candy for
			holiday parade; bottled water purchases for public meetings; other
Other Expenses	5499	5,000	miscellaneous expenditures
Office Supplies	5510	1,000	Routine office supplies
Furnishings	5511	1,000	General décor for Chambers; professional photographs of the City
			Barrier Island Governmental Council ("BIG-C"); Florida League of Cities;
			Florida League of Mayors; Florida Shore and Beach Preservation Association;
			Mayor's Council of Pinellas County; Suncoast League of Cities; Tampa Bay
			Regional Planning Council; Florida Statutes; Government in the Sunshine
			Manuals; other memberships and/or publications requested by the City
Publications & Memberships	5540	8,000	Commission
Contingency	5599	10,000	Funds available for the City Commission to allocate for unanticipated items
Operating Costs		\$ 114,000	
Total		\$ 146,057	

City of St. Pete Beach
FY 2025 Budget
City Clerk

Mission:

The City Clerk is appointed by and reports to the City Commission as one of three charter officials.

The City Clerk is the custodian of the City Seal and public records and “shall keep and have responsibility for the care and custody of the books, records, papers, legal documents and journals of proceedings of the City Commission.”

The employees of the City Clerk’s Office are committed to serving the City Commission and advisory board members, city staff, residents and visitors. City Clerk personnel attend and record all public meetings, prepare legal advertising, supervise municipal elections and ensure that the City’s records are open for inspection by the public. We are committed to accountability and transparency, and to providing excellent customer service.

Programs:

Mayor/Commission: The City Clerk’s Office operates as a liaison between elected officials and their constituents. Staff members serve as administrative support to the Mayor and Commissioners and as recording secretary during public meetings for the Commission and all advisory boards and committees of the City. The City Clerk prepares and monitors the Commission and Clerk budgets.

Elections: The City Clerk serves as Election Administrator for all municipal elections in accordance with the City Charter and Florida Statutes. Municipal elections are held in accordance with the City Charter on the second Tuesday of March each year and runoff elections are held when necessary. The Clerk’s Office prepares a comprehensive informational manual, with all required forms and documents, for potential candidates that outlines the qualification process. Information on current elections is available through City Clerk’s Department on the City’s website and is updated throughout an election process.

Custodian of Public Records: The City Clerk serves as the official Custodian of Public Records. Staff electronically images the current and historical records to preserve and maintain the official records of the City. Election records, agenda packets, minutes, ordinances, and resolutions are available on our website allowing for easier and more transparent access to the public. Staff members participate in professional training on records management and continuously update the City-wide management and retention program.

Public Records Requests: The City Clerk’s Office is the City’s central location for public records requests and receives an average of three requests per day, 365 days a year. Requests are made for copies of items in any format including paper, audio and visual recordings, electronic, etc. The Clerk’s Office receives the requests for public records and processes each

City of St. Pete Beach
FY 2025 Budget
City Clerk

request as expeditiously as possible in accordance with Chapter 119 of the Florida Statutes. A public records portal is available on our website to assist in more accurately defining records requested, but it is not mandatory. Requests may also be placed in person or by telephone.

City Commission, Committee and Board Meetings: Staff members in the City Clerk's Office are responsible for the preparation of regular and special Commission, committee and board meetings. Staff ensures meetings are properly noticed, recorded and published through the City's website, and available through an electronic subscription. In cooperation with the IT Division, the Clerk's Office strives to ensure that a live broadcast and video recording of each meeting is completed and published on the City's website, thereby providing for another layer of accessibility to the citizens of our community.

Legal Advertising and Bid Process: The City Clerk's Office prepares and publishes legal advertising for all public hearings such as ordinance adoption, land use changes and variances; and bid notices for capital improvement projects, equipment and/or services.

Notary Service: Notary services are provided free of charge to St. Pete Beach residents and business owners and in accordance with Notary laws.

Ancillary Services: The City Clerk is the Custodian of the City's Seal. The City Clerk staff members are responsible for managing and distributing the calendar schedule for the City Commission Chambers.

Action Items:

-  Ensure adherence to legislative guidelines in accordance with Florida Statutes
-  Foster transparency and access to public meetings and records
-  Assist departments in record management to ensure compliance with Florida records retention schedule
-  Continue to improve transparency through the use of electronic media by increasing documents available on the website
-  Efficiently manage City elections
-  Accurately record and carefully preserve and safeguard the legislative history of the City through a document preservation program
-  Provide record access to all employees through document imaging software

City of St. Pete Beach

FY 2025 Budget

City Clerk

Budgeted Full-time Equivalent (FTE) Positions

Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	FY 2025 +/- (%)
City Clerk	1.00	1.00	1.00	1.00	1.00	0.00	
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	0.00	
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	0.00	
Total	3.00	3.00	3.00	3.00	3.00	0.00	0.0%

City of St. Pete Beach
FY 2025 Budget
City Clerk

001-5101-512

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY24 to FY25 Change (%)
Salaries & Wages	5120	163,007	178,814	199,600	228,900	245,800	248,400	8.5%
Other Wages	5130	2,419	2,415	2,700	2,600	2,800	2,800	7.7%
Overtime	5140	826	310	1,000	1,000	1,000	1,000	0.0%
FICA Tax	5210	12,594	13,791	15,600	17,800	18,800	19,000	6.7%
Retirement	5220	17,589	19,254	21,600	25,100	26,950	26,950	7.4%
Employee Insurance	5230	17,310	18,209	22,300	24,700	27,000	27,000	9.3%
Workers Compensation	5240	504	532	530	460	500	500	8.7%
Personnel Costs		\$ 214,249	\$ 233,325	\$ 263,330	\$ 300,560	\$ 322,850	\$ 325,650	8.3%
Professional & Contractual	5310	18,883	6,747	10,000	10,000	10,000	10,000	0.0%
Software	5330	2,165	-	-			-	-
Travel & Training	5400	3,903	5,415	6,000	6,000	6,000	6,000	0.0%
Telephone	5410	1,888	1,986	1,800	2,300	1,800	1,800	-21.7%
Postage	5420	-	33	300	250	250	250	0.0%
Equipment Rental	5449	4,079	3,554	3,770	4,150	4,000	4,000	-3.6%
R&M - Equipment	5462	-	-	-			-	-
Duplicating	5470	964	868	2,100	2,000	2,000	2,000	0.0%
Legal Advertising	5491	6,456	4,703	12,000	12,000	13,000	13,000	8.3%
Election Expenses	5493	416	5,410	20,000	8,000	10,000	10,000	25.0%
Other Expenses	5499	618	26,744	25,650	25,800	25,800	25,800	0.0%
Office Supplies	5510	1,112	1,883	2,000	2,000	2,000	2,000	0.0%
Furnishings	5511	-	3,596	5,000	2,500	2,500	2,500	0.0%
Uniforms	5521	50	200	200	210	225	225	7.1%
Operating Supplies	5529	-	-	-	-	1,300	1,300	-
Publications/Memberships	5540	796	1,295	1,200	1,300	1,300	1,300	0.0%
Operating Costs		\$ 41,330	\$ 62,434	\$ 90,020	\$ 76,510	\$ 80,175	\$ 80,175	4.8%
Equipment	5643	-	-	-				-
Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total		\$ 255,579	\$ 295,759	\$ 353,350	\$ 377,070	\$ 403,025	\$ 405,825	7.6%

City of St. Pete Beach
FY 2025 Budget
City Clerk

001-5101-512

Account Description	Account	FY 2025 Proposed	Line Item Description
Salaries & Wages	5120	248,400	Implementation of Pay Study included
Other Wages	5130	2,800	Health insurance opt-out payments
Overtime	5140	1,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	19,000	FICA contributions at 7.65% of salary
Retirement	5220	26,950	Contributions to staff retirement
Employee Insurance	5230	27,000	Estimated insurance cost assuming 10% medical increase; 5% dental increase
Workers Compensation	5240	500	Estimated expenditures assuming 10% increase (allocation model updated for FY23)
Personnel Costs		\$ 325,650	
Professional & Contractual	5310	10,000	Codification of ordinances, Land Development Code, and Comprehensive Plan; scheduled disposition of records; reprint of large documents in response to public records requests
Travel & Training	5400	6,000	Continuing education credits; Pinellas County Municipal Clerks Association meetings; webinars and seminars
Telephone	5410	1,800	Internet and telephone service
Postage	5420	250	Routine office mail
Equipment Rental	5449	4,000	Copier lease
Duplicating	5470	2,000	Routine office printing and binding
Legal Advertising	5491	13,000	Legal notices for all City departments including ordinances, requests for bids/qualifications/proposals, public hearings, land use changes, etc.
Election Expenses	5493	10,000	Contract costs with Pinellas County Supervisor of Elections for elections, legal notices, and State-mandated Spanish translation of election documents
Other Expenses	5499	25,800	Digitizing records (\$25,000); records management update and document recording fees (\$800)
Office Supplies	5510	2,000	Routine office supplies
Furnishings	5511	2,500	Office desk and chair replacements
Uniforms	5521	225	Clerk's office staff uniforms
Operating Supplies	5529	1,300	
Publications/Memberships	5540	1,300	International Institute of Municipal Clerks; Florida Association of City Clerks; Pinellas County Municipal Clerks' Association; Florida Records Management Association; Tampa Bay Times newspaper subscription
Operating Costs		\$ 80,175	
Equipment	5643	-	
Capital Outlay		\$ -	
Total		\$ 405,825	

City of St. Pete Beach
FY 2025 Budget
City Manager

Mission:

By the Charter of the City of St. Pete Beach, the City Manager shall be the Chief Administrative Officer of the organization. The City Manager shall be responsible to the City Commission for the administration of all city affairs placed in the manager's charge by or under the charter. The City Manager shall appoint, suspend or remove all employees and appointed administrative officials provided for under the Charter and ordinances of the City.

Programs:

City Administration: City Administration provides overall direction and supervision for all departments and is responsible for advising and carrying out policies established by the City Commission. Activities include signing of contracts on behalf of the City pursuant to the provisions of appropriation ordinances and submitting the annual budget and capital program to the City Commission.

City Communications: The Department has a communications Manager who is responsible for transmitting all information related to the City in both internal and external channels in a clear and truthful manner.

In addition, the Department is the custodian of all the City's communication and social media channels.

Action Items:

-  Develop financial alternatives to fund the sustainability plan for the City over the next years
-  Continuous evaluation of the Organization to ensure maximum productivity with available resources
-  Continue to implement and pursue the goals established by the strategic plan

City of St. Pete Beach

FY 2025 Budget

City Manager: City Manager's Office

Budgeted Full-time Equivalent (FTE) Positions

Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested FY 2025	FY 2025 +/-	FY 2025 +/-
						(FTE)	(%)
City Manager	1.00	1.00	1.00	1.00	1.00	0.00	
Assistant City Manager	0.00	0.00	0.00	1.00	1.00	0.00	
Executive Assistant/Special Assistant	1.00	1.00	1.00	1.00	1.00	0.00	
Management Analyst	0.00	0.00	0.00	0.00	1.00	1.00	
Communications Director	0.00	0.00	0.50	1.00	1.00	0.00	
Total	2.00	2.00	2.50	4.00	5.00	1.00	25.0%

City of St. Pete Beach
FY 2025 Budget
City Manager: City Manager's Office

5201-								
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	249,845	271,328	375,500	535,800	558,530	639,300	19.3%
Allowances	5125	6,600	5,862	13,500	13,800	6,900	6,900	-50.0%
Other Wages	5130	28,858	33,998	28,600	35,600	2,600	2,600	-92.7%
Overtime	5140	536	66	750	-	500	500	-
FICA Tax	5210	16,091	17,452	24,200	36,400	40,000	48,900	34.3%
Retirement	5220	34,864	36,782	46,200	69,400	80,000	80,000	15.3%
Employee Insurance	5230	10,145	14,972	35,800	73,900	81,000	81,000	9.6%
Workers Compensation	5240	658	694	1,230	1,230	1,300	1,300	5.7%
Personnel Costs		\$ 347,597	\$ 381,154	\$ 525,780	\$ 766,130	\$ 770,830	\$ 860,500	12.3%
								-
Professional & Contractual	5310	46,912	35,873	33,558	-	25,000	85,000	-
Travel & Training	5400	2,540	4,894	4,000	4,000	5,000	5,000	25.0%
Telephone	5410	3,297	3,243	2,600	7,100	5,000	5,000	-29.6%
Postage	5420	-	-	50	-	-	-	-
Equipment Rental	5449	1,334	1,026	1,240	1,360	1,500	1,500	10.3%
Insurance	5450	87,901	95,484	107,000	90,000	99,000	99,000	10.0%
R&M - Vehicles	5463	1,467	283	500	500	500	500	0.0%
Duplicating	5470	101	98	100	100	100	100	0.0%
Other Expenses	5499	3,804	3,348	2,500	2,500	3,000	3,000	20.0%
Office Supplies	5510	3,253	2,295	2,500	2,500	2,500	2,500	0.0%
Fuel	5522	112	202	100	100	100	100	0.0%
Operating Supplies	5529	2,746	235	-	-	1,000	1,000	-
Publications & Memberships	5540	3,900	2,080	5,000	5,000	5,000	5,000	0.0%
Purchasing Card	5551	-	-	-	-	-	-	-
Contingency	5599	-	-	32,075	-	-	-	-
Operating Costs		\$ 157,367	\$ 149,061	\$ 191,223	\$ 113,160	\$ 147,700	\$ 207,700	83.5%
								-
Fleet Fund	5644	5,000	3,883	4,100	2,794			-100.0%
Transfers Out		\$ 5,000	\$ 3,883	\$ 4,100	\$ 2,794	\$ -	\$ -	-100.0%
								-
Total		\$ 509,964	\$ 534,098	\$ 721,103	\$ 882,084	\$ 918,530	\$ 1,068,200	21.1%

City of St. Pete Beach

FY 2025 Budget

City Manager: City Manager's Office

5201-

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	639,300	CM Contract and ACM now charged to this cost center
Allowances	5125	6,900	CM car allowance (550 per month) per contract
			City Manager's health insurance opt-out benefit per contract (if) fy Budget
Other Wages	5130	2,600	figure makes no sense
Overtime	5140	500	Estimated annual overtime expenditures
FICA Tax	5210	48,900	FICA contributions at 7.65% of salary - CM
Retirement	5220	80,000	Contributions to staff retirement
Employee Insurance	5230	81,000	Assume 10% increase for health and 5% other
Workers Compensation	5240	1,300	NCCI Rates for specific work categories
Personnel Costs		\$ 860,500	
Professional & Contractual	5310	85,000	Communications added
Travel & Training	5400	5,000	Professional conferences and training
Telephone	5410	5,000	Internet and telephone service
Equipment Rental	5449	1,500	Copier lease assuming Citywide renewals in FY 2024
			Allocation of property, liability, auto, pollution, and flood insurance
Insurance	5450	99,000	premiums
R&M - Vehicles	5463	500	Repairs and maintenance for the City Hall pooled vehicle
Duplicating	5470	100	Routine office printing and binding
Other Expenses	5499	3,000	Miscellaneous expenses - Communications added
Office Supplies	5510	2,500	Routine office supplies
			Estimated fuel costs based on consumption history and estimated fuel
Fuel	5522	100	prices
Operating Supplies	5529	1,000	
Publications & Memberships	5540	5,000	Various memberships
Contingency	5599		Funds available to allocate for unanticipated items
Operating Costs		\$ 207,700	
Fleet Fund	5644		Per vehicle replacement schedule
Transfers Out		\$ -	
Total		\$ 1,068,200	

City of St. Pete Beach
FY 2025 Budget
Community Development: Planning

Mission:

The mission of the City of St. Pete Beach Community Development Department is to ensure the future quality of life of the City residents by providing professional assistance and expertise to elected officials, appointed boards, city management and citizens in the areas of Planning, Zoning, Land Use management, economic development and strategic decision making.

Action Items:

-  Research and planning to assist the City Commission in determining long-range strategies for future beautification, development, and redevelopment programs
-  Facilitate required and discretionary Comprehensive Plan engagement and amendment processes.
-  Concurrency Monitoring
-  Inform the public and guide the policy development process
-  Administer the zoning and variance processes
-  Collect, organize, analyze, and interpret data and indicators regarding municipal conditions and determine consistency with City's Comprehensive Plan and Land Development Regulations
-  Facilitate required and discretionary Comprehensive Plan engagement and amendment processes.
-  Formulate and recommend procedures, guidelines, alternatives, code revisions, and priorities for implementing City codes and regulations
-  Provide staff support to the Planning Board, Board of Adjustment, Historic Preservation Board and Special Magistrate Hearings, Technical Review Committee, and City Commission (as requested.).

City of St. Pete Beach

FY 2025 Budget

Community Development Department: Planning

Budgeted Full-time Equivalent (FTE) Positions

Reported in Community Development prior to FY 2022

Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested	FY 2025 +/-	FY 2025+/-
					FY 2025	(FTE)	(%)
Community Development Director	0.50	0.00	0.00	0.00	0.30	0.30	
Planning Manager	0.00	1.00	1.00	1.00	0.00	-1.00	
Senior Planner	1.00	1.00	1.00	1.00	2.00	1.00	
Planner II	1.00	1.00	1.00	1.00	1.00	0.00	
Permitting & Zoning Administrator	0.20	0.00	0.00	0.00	0.00	0.00	
Zoning Technician II	0.50	0.50	0.00	0.00	0.00	0.00	
Administrative Assistant	1.00	0.00	0.00	0.00	0.00	0.00	
Secretary	0.00	0.00	0.00	0.00	0.00	0.00	
Total	4.20	3.50	3.00	3.00	3.30	0.30	10.0%

City of St. Pete Beach
FY 2025 Budget
Community Development: Planning

001-5401-515

Reported in Community Development prior to FY 2022

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	234,551	128,165	221,400	157,800	259,500	312,400	98.0%
Allowances	5125	-	-	300		300	300	300.0%
Other Wages	5130	4,383	14,546	-			-	-
FICA Tax	5210	17,693	10,382	21,000	12,200	19,850	23,900	95.9%
Retirement	5220	29,767	19,253	27,400	15,900	25,870	25,870	62.7%
Employee Insurance	5230	26,634	16,472	41,200	24,200	28,565	28,565	18.0%
Workers Compensation	5240	709	748	1,100	960	1,200	1,200	25.0%
Unemployment	5250	-	49	-			-	-
Personnel Costs		\$ 313,737	\$ 189,615	\$ 312,400	\$ 211,060	\$ 335,285	\$ 392,235	85.8%
Professional & Contractual	5310	43,377	144,862	162,914	550,000	500,000	150,000	-72.7%
Software	5330	-	878	-				-
Travel & Training	5400	663	-	6,000	6,000	6,000	6,000	0.0%
Telephone	5410	1,299	1,277	975	1,500	1,500	1,500	0.0%
Postage	5420	205	1,275	1,500	1,500	5,000	5,000	233.3%
Equipment Rental	5449	7,034	325	-			-	-
R&M - Equipment	5462	-	-	-			-	-
Duplicating	5470	9,028	600	5,000	5,000	3,000	1,500	-70.0%
Classified Advertising	5482	25	-	-			-	-
Other Expenses	5499	-	53,346	75,000	50,000	1,000	1,000	-98.0%
Office Supplies	5510	1,023	2,515	1,500	2,000	3,000	3,000	50.0%
Uniforms	5521	-	-	-				-
Operating Supplies	5529	1,292	2,038	2,000	2,000	2,000	2,000	0.0%
Publications/Memberships	5540	1,312	-	1,000	2,000	3,000	3,000	50.0%
Purchasing Card	5551	-	-	-				-
Operating Costs		\$ 65,258	\$ 207,116	\$ 255,889	\$ 620,000	\$ 524,500	\$ 173,000	-72.1%
Equipment	5643	-	8,259	-				-
Capital Outlay		\$ -	\$ 8,259	\$ -	\$ -	\$ -	\$ -	-
Total		\$ 378,995	\$ 404,990	\$ 568,289	\$ 831,060	\$ 859,785	\$ 565,235	-32.0%

City of St. Pete Beach

FY 2025 Budget

Community Development: Planning

001-5401-515

Account Description	Account	FY 2025 Request	Line Item Description
Salaries & Wages	5120	312,400	Added position plus piece of Director's salary - Cost of Implementing Pay Study
Allowances	5125	300	Employee phone allowances
FICA Tax	5210	23,900	FICA contributions at 7.65% of salary
Retirement	5220	25,870	Contributions to staff retirement only 2 FTE in fy24 budget here
Employee Insurance	5230	28,565	Assume 10% increase for health, 5% other - new employee
Workers Compensation	5240	1,200	To be determined - entered by Finance
Personnel Costs		\$ 392,235	
Professional & Contractual	5310	150,000	Land Development Code updates
			Continuing education credits; Florida Chapter of the American Planning Association annual conference; Florida Planning and Zoning Association annual conference in fy 24
Travel & Training	5400	6,000	
Telephone	5410	1,500	Internet and telephone service
Postage	5420	5,000	Routine office mail
Duplicating	5470	1,500	Routine office printing and binding
Other Expenses	5499	1,000	Business site improvement program
Office Supplies	5510	3,000	Routine office supplies
Operating Supplies	5529	2,000	Supplies as required for day-to-day operations of the division
			Reference materials and professional memberships for staff and members of the Board of Adjustment, Planning Board, and Historic Preservation Board
Publications/Memberships	5540	3,000	
Operating Costs		\$ 173,000	
Equipment	5643	-	
Capital Outlay		\$ -	
Total		<u>\$ 565,235</u>	

City of St. Pete Beach
FY 2025 Budget
City Attorney

Mission:

The City Attorney shall have the powers, duties and responsibilities to:

1. Be attorney of record in all civil suits, actions and legal proceedings wherein the city, city commission, city manager, departments, boards or city officials or employees are parties by virtue of their official positions or official actions.
2. Institute and prosecute all eminent domain proceedings and other civil suits, actions and legal proceedings authorized by the city commission.
3. Defend all civil suits, actions and legal proceedings brought against the city.
4. Serve as legal advisor to the city commission, the city manager, and through the office of the city manager, advise personnel as designated by the city manager and city boards who are not authorized to retain separate counsel.
5. Render written legal opinions requested by the city commission or city manager on matters relating to city government and the interpretation, construction and meaning of the Charter, statutes, ordinances, resolutions and contracts affecting or pertaining to city government.
6. Prepare or review and approve as to form and legal sufficiency all city ordinances, resolutions, deeds, contract documents and other legal instruments affecting or pertaining to the city.
7. Attend and be present at all regular and special meetings of the city commission unless excused from attending by the mayor.
8. Perform such other duties, powers and responsibilities as assigned by the city commission.

City of St. Pete Beach
FY 2025 Budget
City Attorney

001-5301-514

Description	Account	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 24 to 25
		Actual	Actual	Revised	Budget	Request	Proposed	Change (%)
Legal Services	5311	445,446	399,487	465,000	465,000	450,000	450,000	-3.2%
Extra Legal - Labor	5314	-	-	10,000	10,000	10,000	10,000	0.0%
Extra Legal - Specialty	5315	31,180	42,593	45,000	45,000	50,000	50,000	11.1%
Operating Costs		\$ 476,626	\$ 442,080	\$ 520,000	\$ 520,000	\$ 510,000	\$ 510,000	-1.9%
								-
Total		\$ 476,626	\$ 442,080	\$ 520,000	\$ 520,000	\$ 510,000	\$ 510,000	-1.9%

City of St. Pete Beach
FY 2025 Budget
City Attorney

001-5301-514

		FY 2025	
Account Description	Account	Proposed	Line Item Description
			Contractual City Attorney services: drafting ordinances, contract preparation and/or review, attendance of City Commission and/or board meetings, legal research and counseling, etc.
Legal Services	5311	450,000	
Extra Legal - Labor	5314	10,000	As-needed services including labor/personnel matters
Extra Legal - Specialty	5315	50,000	Research and legal support for special projects as needed
Operating Costs		\$ 510,000	
Total		<u>\$ 510,000</u>	

City of St. Pete Beach
FY 2025 Budget
Finance & Administrative Services

Mission:

The mission of the Finance Department is to provide comprehensive financial services for City Administration to enable all departments to work in the best interests of our community. The division provides relevant, timely financial information to the public, the City Commission, and City Management. The Finance Department is responsible for safeguarding the City's assets through appropriate controls.

Programs:

Accounting and Auditing: Development and management of internal controls; coordination of annual financial audit; application of Governmental Accounting Standards Board (GASB) statements; preparation of Comprehensive Annual Financial Report (CAFR); management of ongoing accounting and financial processes including accounts payable, accounts receivable, and payroll.

Operating and Capital Budgeting: Preparation and management of the annual budget and Capital Improvement Plan (CIP); revenue and expenditure estimates and analysis; grant management; project management; strategic financial planning to preserve the City's long-term financial position; analyze budget versus actual results and provide periodic reporting and dissemination of results.

Treasury and Investment Management: Management of operating cash, surplus balances, and restricted cash accounts; efficient allocation of investment portfolio to achieve safe yet competitive rates of return; scheduling and managing cash inflows and outflows (e.g., debt service payments and capital project reimbursements).

Debt Management: Ongoing management of the City's debt obligations, reporting requirements to bondholders, accounting requirements per debt covenants, payment schedules, and parity requirements.

Procurement: Processing, reporting, analysis, and management of encumbrances. Administration of City's purchasing policy, including coordination of bid/RFP processes,

City of St. Pete Beach
FY 2025 Budget
Finance & Administrative Services

approval of requisitions and purchase orders, and supervision of employee purchasing card program.

Action Items:

-  Leverage technology to automate business processes where possible and improve operational efficiency.
-  Evaluate each of the City's policies impacting Finance and strengthen policies where possible. Areas of evaluation include travel, capital assets, and purchasing. Ensure procedures to carry out City policies are properly understood and well documented.
-  Evaluate utility fees for possible restructuring for revenue optimization and equity purposes.

City of St. Pete Beach

FY 2025 Budget

Finance & Administrative Services**Budgeted Full-time Equivalent (FTE) Positions**

Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested FY 2025	FY 2025 +/-	FY 2025 +/-
						(FTE)	(%)
Assistant City Manager/CFO	1.00	1.00	1.00	0.00	0.00	0.00	
Chief Financial Officer	0.00	0.00	0.00	0.00	0.00	0.00	
Finance Director	0.00	0.00	0.00	1.00	1.00	0.00	
Accounting Manager	1.00	1.00	1.00	1.00	0.00	-1.00	
Human Resources Administrator	1.00	1.00	1.00	1.00	0.00	-1.00	
Human Resources Director	0.00	0.00	0.00	0.00	0.00	0.00	
Procurement Manager	1.00	1.00	1.00	1.00	1.00	0.00	
Senior Financial Analyst	0.00	0.00	0.00	1.00	1.00	0.00	
Finance Analyst	1.00	1.00	1.00	0.00	0.00	0.00	
HR/Finance Technician	0.00	0.00	0.00	1.00	0.00	-1.00	
Finance Technician II	0.75	0.75	0.75	0.75	0.75	0.00	
Administrative Assistant	0.00	0.00	0.00	1.00	1.00	0.00	
Budget/Financial Management Analyst	0.00	0.00	0.00	0.00	1.00	1.00	
Assistant Finance Director	0.00	0.00	0.00	0.00	1.00	1.00	
Total	5.75	5.75	5.75	7.75	6.75	-1.00	-12.9%

City of St. Pete Beach
FY 2025 Budget
Finance & Administrative Services

001-5601-513

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	424,363	426,233	485,300	464,000	600,500	643,500	38.7%
Other Wages	5130	55	15,509	-	-	1,000	1,000	-
Overtime	5140	-	238	-	5,000	1,000	1,000	-80.0%
FICA Tax	5210	30,700	33,935	37,200	35,900	45,900	49,200	37.0%
Retirement	5220	42,026	41,473	47,900	44,900	57,000	57,000	26.9%
Employee Insurance	5230	70,656	71,047	86,000	96,800	104,000	104,000	7.4%
Workers Compensation	5240	1,052	1,109	1,400	1,220	1,500	1,500	23.0%
Personnel Costs		\$ 568,852	\$ 589,544	\$ 657,800	\$ 647,820	\$ 810,900	\$ 857,200	32.3%
								-
Professional & Contractual	5310	15,125	39,696	35,690	85,000	60,000	60,000	-29.4%
Accounting & Auditing	5320	11,582	12,953	21,650	59,000	60,000	60,000	1.7%
Grant Services	5323	13,157	14,160	25,000	15,000	-	-	-100.0%
Software	5330	3,882	2,332	50,000	-	-	-	-
Hardware	5340	-	-	-	-	-	-	-
Travel & Training	5400	4,449	16,723	10,100	10,100	6,000	6,000	-40.6%
Tuition Reimbursement	5406	500	1,000	12,000	12,000	-	-	-100.0%
Telephone	5410	1,533	3,212	2,700	4,100	2,100	2,100	-48.8%
Postage	5420	53	148	1,000	500	500	500	0.0%
Equipment Rental	5449	2,290	1,937	2,125	2,300	1,100	1,100	-52.2%
Insurance	5450	3,141	32,639	37,500	44,000	48,400	48,400	10.0%
Duplicating	5470	3,811	3,835	3,600	3,600	2,500	2,500	-30.6%
Classified Advertising	5482	368	7,254	3,350	3,350	600	600	-82.1%
Employee Recognition	5497	3,103	13,971	15,700	21,000	-	-	-100.0%
Other Expenses	5499	4,829	3,440	900	900	1,000	1,000	11.1%
Office Supplies	5510	5,571	3,116	3,700	3,700	1,000	1,000	-73.0%
Furnishings	5511	-	1,972	-	-	1,000	1,000	-
Operating Supplies	5529	180	259	-	-	-	-	-
Memberships	5540	2,598	2,108	2,500	2,500	1,850	1,800	-28.0%
Purchasing Card	5551	-	-	-	-	-	-	-
Operating Costs		\$ 76,172	\$ 160,755	\$ 227,515	\$ 267,050	\$ 186,050	\$ 186,000	-30.4%
								-
Equipment	5643	11,298	0	14,000	14,000	-	-	-
Capital Outlay		\$ 11,298	\$ -	\$ 14,000	\$ 14,000	\$ -	\$ -	-
								-
Total		\$ 656,322	\$ 750,299	\$ 899,315	\$ 928,870	\$ 996,950	\$ 1,043,200	12.3%

City of St. Pete Beach
FY 2025 Budget
Finance & Administrative Services

001-5601-513

		FY 2025	
Account Description	Account	Request	Line Item Description
Salaries & Wages	5120	643,500	AdminAsst was in CM/FinDir title new/Added Analyst for proposed
Other Wages	5210	1,000	Health Insurance opt-out - Director
Overtime	5240	1,000	Needed for occasional deadline work by Admin Asst
FICA Tax	5210	49,200	.0765 times all wages
Retirement	5220	57,000	General Pension and DC for Director
			Assumed 10% for Health, 5% for other - City pays for some
Employee Insurance	5230	104,000	dependent coverage
Workers Compensation	5240	1,500	Entered by Finance
Personnel Costs		\$ 857,200	
Professional & Contractual	5310	60,000	Finance Related Consulting/Central Square consulting/portion of Implementation completion
Accounting & Auditing	5320	60,000	Audit fees for Finance, EMS, Library, Building Fund, WW Fund, RW and Stormwater Fund. Plan for slight increase
Grant Services	5323	-	Pending approval of additional position
Software	5330	-	
Travel & Training	5400	6,000	CEUs - GFOA/FGFOA; Asst Fin Dir/Sr Fin Analyst
Tuition Reimbursement	5406	-	Now in HR Cost Center
Telephone	5410	2,100	Internet and Phone Service
Postage	5420	500	Routine office mail
Equipment Rental	5449	1,100	Portion of Copier Lease
Insurance	5450	48,400	Portion of City Insurance PRM - 10K per Quarter +10% for fy25
Duplicating	5470	2,500	Routine office printing and binding
Classified Advertising	5482	600	Annual TRIM Advertising (\$600)
Employee Recognition	5497	-	Now in HR Cost Center
Other Expenses	5499	1,000	TRIM fees by PC Tax Collector
Office Supplies	5510	1,000	Routine Office supplies
Furnishings	5511	1,000	Furnishings for new workspace - Admin and proposed new position
Operating Supplies	5529	-	
Memberships	5540	1,800	GFOA/FGFOA memberships/ICMA/FCCMA for Asst Fin Director
Operating Costs		\$ 186,000	
Equipment	5643	0	Buildout started in fy24
Capital Outlay		\$0	
Total		<u>\$ 1,043,200</u>	

City of St. Pete Beach
FY 2025 Budget
Human Resources

Mission:

To attract, develop, and retain motivated talent to serve both internal and external customers with outstanding public service; to foster a culture of respect, professionalism, and continuous innovation; to support both employees and leaders with policies, principles and practices that appeal to common values as a great place to work.

Service Areas:

1. Organizational Effectiveness (job descriptions, workforce planning, succession planning).
2. Total Rewards:
 -  Competitive Compensation (competitive pay practices, design and pay policies)
 -  Competitive Group Benefit Programs and Plan Designs
 -  Retirement & Pension Plan Administration
3. Talent Management:
 -  Recruitment
 -  Selection
 -  Onboarding
 -  Retention
4. Performance Management
5. Employee Engagement
6. Employee & Labor Relations
7. Legal Compliance
8. Human Resources Information Systems (HRIS)
9. Training
10. Risk Management (safety, employee well-being, workers compensation)

City of St. Pete Beach

FY 2025 Budget

Human Resources

Budgeted Full-time Equivalent (FTE) Positions

Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested FY 2025	FY 2025 +/-	FY 2025 +/-
						(FTE)	(%)
Human Resources Administrator	1.00	1.00	1.00	0.00	0.00	0.00	
Human Resources Director	0.00	0.00	0.00	1.00	1.00	1.00	
HR/Finance Technician (HR Specialist)	0.00	0.00	0.00	1.00	0.00	0.00	
HR Generalist	0.00	0.00	0.00	0.00	1.00	1.00	
Total	1.00	1.00	1.00	2.00	2.00	2.00	0.0%

City of St. Pete Beach

FY 2025 Budget

Human Resources

001-5502-513

Description	Account	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	166,320	164,000	n/a
Other Wages	5130	300	300	n/a
Overtime	5140	1,000	1,000	n/a
FICA Tax	5210	12,725	12,500	n/a
Retirement	5220	16,500	16,500	n/a
Employee Insurance	5230	24,000	24,000	n/a
Workers Compensation	5240	250	250	n/a
Personnel Costs		\$ 221,095	\$ 218,550	n/a
				-
Professional & Contractual	5310	11,200	8,000	n/a
Accounting & Auditing	5320		-	n/a
Grant Services	5323		-	n/a
Software/Hardware/Technology	5330	65,200	13,200	n/a
Travel & Training (HR Team)	5400	4,000	4,000	n/a
Tuition Reimbursement	5406	12,000	12,000	n/a
Citywide Training	5408	15,000	10,000	n/a
Telephone	5410	1,200	1,200	n/a
Postage	5420	250	250	n/a
Equipment Rental	5449	1,100	1,100	n/a
Insurance	5450	3,500	3,500	n/a
Duplicating	5470	1,000	1,000	n/a
Employment/Classified Advertising	5482	3,350	7,000	n/a
Employee Recognition	5497	20,000	10,000	n/a
Other Expenses	5499	1,000	1,000	n/a
Office Supplies	5510	2,600	2,600	n/a
Furnishings	5511	2,000	-	n/a
Memberships	5540	650	650	n/a
Operating Costs		\$ 144,050	\$ 75,500	n/a
				-
Equipment	5643		-	n/a
Capital Outlay		\$ -	\$ -	n/a
Total		\$ 365,145	\$ 294,050	n/a

City of St. Pete Beach

FY 2025 Budget

Human Resources

001-5502-513

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	164,000	Pay Study implementation - Historical data was part of Finance
Other Wages	5210	300	FICA contributions at 7.65% of salary
Overtime	5240	1,000	To be determined - entered by Finance
FICA Tax	5210	12,500	.0765 of salary
Retirement	5220	16,500	Contributions to staff retirement
Employee Insurance	5230	24,000	Assume 10% increase for Health, 5% for all other
Workers Compensation	5240	250	NCCI Rates for specific work categories and ratable payroll
Personnel Costs		218,550	
Temp Labor/Pre-Employment Background checks/Health and Wellness/Safety			
Professional & Contractual	5310	8,000	Committee/ADA Resources
Accounting & Auditing	5320	-	In Finance
Grant Services	5323	-	In House (tentatively) pending position approval in Finance
NeoGov first year subscription pricing (11,800) Network Printer/Scanner for Office			
Software	5330	13,200	(1,100) Canva Licenses (300)
Travel & Training	5400	4,000	Suncoast HR/FPHRA/HR Tampa - 2500 Lodging
Tuition Reimbursement	5406	12,000	Citywide
Citywide Training	5408	10,000	New GL
Telephone	5410	1,200	Internet and Phone Service -previously part of Finance budget
Postage	5420	250	Routine office mail
Equipment Rental	5449	1,100	Portion of Copier Lease
Insurance	5450	3,500	Employee Assistance program
Duplicating	5470	1,000	Routine office printing and binding
Advertising	5482	7,000	Quarterly cost (1750) for Professional Associations classifieds (recruiting)
Employee Holiday Party (1,500); Employee Appreciation Luncheons (4@750 each);			
Employee Recognition	5497	10,000	New Employee luncheons (4@250 each); longevity and recognition awards (\$4,500)
Other Expenses	5499	1,000	HR Events
Office Supplies	5510	2,600	Supplies for Open Enrollment/Training/Onboarding
Furnishings	5511	-	
Operating Supplies	5529	-	
Memberships	5540	650	American Payroll Association, FPHRA and SHRM membership
Operating Costs		\$ 75,500	
Equipment	5643	0	
Capital Outlay		\$0	
Total		\$ 294,050	

City of St. Pete Beach
FY 2025 Budget
Information Technology

Mission:

The information technology (IT) Division is a strategic partner to all city departments, employees, and teams. We provide subject matter expertise within existing city platforms and services as well as provide thought leadership and strategic planning when evaluating new capabilities. As business enablers, we strive to provide exceptional technical support and responsive customer service with the goal of providing a better customer experience for both internal and external stakeholders. We take pride in being both pragmatic and innovative in our support of the St. Pete Beach community. The rapidly evolving requirements of our community demand we be agile collaborative partners in the delivery of enterprise IT capabilities to achieve significant benefits through the centralized control and management of technology resources.

Programs:

Infrastructure Operations: Our objective is to ensure the reliability, security, and efficiency of the City's infrastructure by maintaining, optimizing, and upgrading the technical systems that support our essential services. We are committed to providing a robust and resilient foundation that enables seamless operations across all departments.

Technical Support: We are dedicated to ensuring the seamless operation of technology systems, enabling our staff to deliver essential services to the community without disruption. Through prompt issue resolution, proactive maintenance, and ongoing user education, we strive to empower our colleagues with the tools and support they need to serve the public effectively and efficiently.

IT Security and Compliance: Our mission is to safeguard the digital infrastructure and data integrity of our local municipality by proactively identifying, mitigating, and responding to cyber threats. We are committed to protecting the privacy and security of our residents, businesses, and public services, ensuring that our community remains resilient in the face of evolving cyber challenges.

Application Services: In support of a wide range of cloud and network-based services. We strive to deliver reliable, innovative, and customer focused application solutions that empower the City's departments to serve the community effectively. We are dedicated to the selection, support, and maintenance of software applications that enhance productivity, streamline operations, and improve service delivery. Through collaboration and continuous improvement

City of St. Pete Beach
FY 2025 Budget
Information Technology

efforts, we aim to provide the tools and technologies that drive the success of our city's initiatives.

Action Items:

-  Assess and implement various BPO (Business Process Operations) efforts focused on improving the overall constituent experience.
-  Continue to enhance and improve citywide network and security infrastructure enhancement efforts to improve the resiliency of our critical service offerings.
-  Enhancing our cybersecurity program through implementation of new security training, Security Operations Monitoring, and evaluation and implementation of NIST based security controls.
-  Replace aging City phone system to modern cloud-based system.
-  Centralize software and licensing renewals for all City software.
-  Continue the transition of resources to the cloud to further reduce the on-premises technology footprint.
-  Implement a more robust security system across city locations to better support a safe environment for residents, non-resident, employees, and all constituents.
-  Add Point of Sale functionality to Library to improve the payment experience for patrons and employees.
-  Update Fire Department software services in support of county-wide software upgrade.
-  Assess and implement various BPO (Business Process Operations) efforts focused on improving the overall constituent experience.
-  Maintain City PC replacement program to allow for better turnover and warranty solutions, including maintenance and updates for our computer fleet operating systems and associated hardware and software.

City of St. Pete Beach
FY 2025 Budget
Information Technology

Budgeted Full-time Equivalent (FTE) Positions							
Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested	FY 2025 +/-	FY 2025 +/-
					FY 2025	(FTE)	(%)
Chief Information Officer/Director	0.00	0.00	0.00	1.00	1.00	0.00	-
IT Manager	1.00	1.00	1.00	0.00	0.00	0.00	-
IT Specialist	1.00	1.00	1.00	1.00	1.00	0.00	-
Systems Analyst	0.00	0.00	0.00	1.00	1.00	0.00	-
IT Specialist I	0.00	0.00	0.00	0.00	0.00	0.00	-
Total	2.00	2.00	2.00	3.00	3.00	0.00	0%

City of St. Pete Beach
FY 2025 Budget
Information Technology

001-5501-513

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	114,318	110,678	138,000	264,600	276,000	291,300	10.1%
Allowances	5125	-	100	600	900	900	900	0.0%
Other Wages	5130	3,267	6,070	-	-	-	-	-
Overtime	5140	901	3,920	3,500	10,000	5,000	5,000	-50.0%
FICA Tax	5210	8,108	8,650	10,900	21,100	23,015	22,300	5.7%
Retirement	5220	36,843	14,483	13,800	26,500	28,500	28,500	7.5%
Employee Insurance	5230	22,245	26,754	28,600	64,200	70,600	40,000	-37.7%
Workers Compensation	5240	380	401	400	340	350	400	17.6%
Personnel Costs		\$ 186,062	\$ 171,056	\$ 195,800	\$ 387,640	\$ 404,365	\$ 388,400	0.2%
								-
Professional & Contractual	5310	-	29,865	60,000	260,000	160,000	50,000	-80.8%
Software	5330	146,930	139,956	306,915	393,917	403,725	405,000	2.8%
Hardware	5340	25,896	45,609	39,200	52,000	41,800	41,800	-19.6%
Travel & Training	5400	577	4,032	4,500	13,000	10,000	10,000	-23.1%
Telephone	5410	14,686	19,362	16,500	30,000	30,000	30,000	0.0%
Postage	5420	-	-	-	-	-	-	-
Insurance	5450	-	-	-	-	45,000	45,000	-
Direct/Facility Maintenance	5461	-	-	-	-	-	-	-
R&M - Equipment	5462	-	-	-	-	-	-	-
Duplicating	5470	-	-	-	-	-	-	-
Other Expenses	5499	-	-	-	-	-	-	-
Office Supplies	5510	183	3,033	200	300	1,000	1,000	233.3%
Operating Supplies	5529	578	618	-	-	500	500	-
Memberships	5540	-	-	200	1,500	1,500	1,500	0.0%
Purchasing Card	5551	-	-	-	-	-	-	-
Operating Costs		\$ 188,850	\$ 242,475	\$ 427,515	\$ 750,717	\$ 693,525	\$ 584,800	-22.1%
								-
Equipment	5643	-	-	-	57,200	-	-	-100.0%
Intangibles	5645	19,936	-	-	-	-	-	-
Other Equipment	5649	-	-	-	-	-	-	-
Capital Outlay		\$ 19,936	\$ -	\$ -	\$ 57,200	\$ -	\$ -	-100.0%
								-
Total		\$ 394,848	\$ 413,531	\$ 623,315	\$ 1,195,557	\$ 1,097,890	\$ 973,200	-18.6%

City of St. Pete Beach
FY 2025 Budget
Information Technology

001-5501-513

Account Description	Account	FY 2025 Proposed	FY 2025 Line Item Description
Salaries & Wages	5120	291,300	Implementation of Pay Study results
Allowances	5125	900	Employee phone allowances
Overtime	5140	5,000	Overtime hours to record public meetings
FICA Tax	5210	22,300	FICA contributions at 7.65% of salary
Retirement	5220	28,500	Contributions to staff retirement
Employee Insurance	5230	40,000	Assuming 10% increase on health and 5% other - fy24 figure error
Workers Compensation	5240	400	NCCI Rates for specific work categories
Personnel Costs		388,400	
Professional & Contractual	5310	50,000	Interlocal GIS services
Software	5330	405,000	Effective FY23, all General Fund-supported software licenses and recurring services were centralized in the IT division, with numerous line items reallocated from other divisions. Approximate net increase is 34% collectively, inclusive of a new \$80,000 recurring expense for the financial ERP system
Hardware	5340	41,800	PC workstations (\$36600); network firewall renewals (\$3,600); UPS warranty/service (\$1,600);
Travel & Training	5400	10,000	Staff training and development
Telephone	5410	30,000	City Hall internet service; backup internet connections for EOC purposes
Insurance	5450	45,000	Citywide Cybersecurity Insurance - pd in Finance this year
Office Supplies	5510	1,000	Routine office supplies
Operating Supplies	5529	500	
Memberships	5540	1,500	Florida Local Government Information Systems Association
Operating Costs		\$ 584,800	
Equipment	5643	\$ -	
Capital Outlay		\$ -	
Total		<u>\$ 973,200</u>	

City of St. Pete Beach
FY 2025 Budget
Community Development: Parking Division

Mission:

The mission of the Parking function is to provide a safe, effective, and efficient use of City parking resources. This mission is a combined effort of developing safe and effective programs for parking regulation, enforcement, parking meter maintenance and collection, parking space allocation, payment processing and issuance of parking citations.

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Programs:

Parking Program Management: Provide policy and process direction for comprehensive oversight of all city-wide residential, beach and commercial parking.

Maintenance and Repair: Ongoing management of metered parking areas, 35 multi-space parking pay stations and parking signage.

Enforcement: Consistent, equitable, and efficient patrol of the City's parking operation, including issuance and processing of citations.

Parking Permits: Issue parking decals, hang tags and passes.

Action Items:

-  Complete the City-wide parking management study.
-  Continue to provide a positive parking experience while maintaining the parking system and enforcing, in a fair and equitable manner
-  Continue to find, create, and implement improved parking solutions throughout the city and implement Commission approved recommendations from the parking management study.

City of St. Pete Beach

FY 2025 Budget

Community Development: Parking and Transportation**Budgeted Full-time Equivalent (FTE) Positions****Requested****FY 2025 +/-**

Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	(FTE)	FY 2025 +/- (%)
Community Development Director	0.25	0.75	0.50	0.50	0.10	-0.40	-80.0%
Transportation and Parking Director	1.00	0.00	0.00	0.00	0.00	0.00	-
Enforcement Supervisor	1.00	1.00	1.00	1.00	0.00	-1.00	-100.0%
Code Enforcement Manager	1.00	0.00	0.00	0.00	0.00	0.00	-
Meter Maintenance Supervisor	1.00	0.00	0.00	0.00	1.00	1.00	-
Transportation Planner	0.00	0.00	1.00	1.00	0.00	-1.00	-100.0%
Code & Parking Compliance Officer III	0.00	1.00	1.00	1.00	0.00	-1.00	-100.0%
Code & Parking Compliance Officer II	0.00	1.00	1.80	1.80	0.00	-1.80	-100.0%
Code & Parking Compliance Officer I	0.00	3.20	2.10	2.10	0.00	-2.10	-100.0%
Code Enforcement Officer	1.00	0.00	0.00	0.00	1.90	1.90	-
Parking Enforcement Officer	2.20	0.00	0.00	0.00	1.00	1.00	-
Parking Enforcement Officer	0.00	0.00	0.00	0.00	1.00	1.00	-
Code & Parking Compliance Clerk	0.00	0.40	0.40	0.40	0.00	-0.40	-100.0%
Code Enforcement Clerk	0.40	0.00	0.00	0.00	0.00	0.00	-
Administrative Assistant	0.00	1.00	1.00	1.00	1.00	0.00	0.0%
Secretary	1.00	0.00	0.00	0.00	0.00	0.00	-
Total	8.85	8.35	8.80	8.80	6.00	-2.80	-31.8%

City of St. Pete Beach

FY 2025 Budget

Community Development: Transportation and Parking

001-5605-521

Reported as a separate department prior to FY 2022

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2024 YTD	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	250,875	261,684	293,900	333,000	134,713	240,700	333,300	-27.7%
Allowances	5125	2,018	1,958	300	1,200	-	1,200	1,200	0.0%
Other Wages	5130	2,320	4,118	2,700	2,600	4,226	-	-	-100.0%
Overtime	5140	4,269	4,306	3,400	4,000	318	4,000	4,000	0.0%
FICA Tax	5210	19,026	19,588	23,300	20,800	10,457	18,420	25,500	-11.4%
Retirement	5220	84,548	81,440	106,100	108,000	45,358	100,000	106,000	-7.4%
Employee Insurance	5230	38,113	45,901	77,800	56,800	31,148	65,000	78,000	14.4%
Workers Compensation	5240	3,737	4,017	5,900	5,100	1,260	4,000	4,500	-21.6%
Personnel Costs		\$ 404,906	\$ 423,012	\$ 513,400	\$ 531,500	\$ 227,480	\$ 433,320	\$ 552,500	-18.5%
Professional & Contractual	5310	42,765	52,720	125,881	138,000	67,953	151,800	186,500	10.0%
Bus Service Support	5343	366,856	399,253	377,200	294,731	124,892	214,101	214,100	-27.4%
Micro-transit Service	5351	307,280	391,649	536,000	704,000	268,790	704,000	704,000	0.0%
Travel & Training	5400	1,523	2,926	1,000	1,000	-	1,000	1,000	0.0%
Telephone	5410	33,922	31,905	8,500	10,400	7,651	15,000	15,000	44.2%
Electricity	5431	299	1,115	1,000	-	-	3,000	3,000	-
Insurance	5450	1,376	1,495	1,700	1,500	295	1,650	1,650	10.0%
R&M - Equipment	5462	15,224	14,160	43,855	27,000	5,433	50,000	27,000	85.2%
R&M - Vehicles	5463	7,357	2,975	1,500	2,500	1,641	2,500	2,500	0.0%
Duplicating	5470	-	4,597	5,500	5,500	2,814	5,500	5,500	0.0%
Street Signs	5471	-	10,108	22,500	22,500	4,179	20,000	20,000	-11.1%
Other Expense	5499	1,285	989	-	300	108	-	-	-100.0%
Office Supplies	5510	915	1,461	700	800	39	800	800	0.0%
Uniforms	5521	331	414	500	700	149	700	700	0.0%
Fuel	5522	4,350	3,641	-	-	-	-	-	-
Operating Supplies	5529	305	-	-	4,000	167	-	-	-100.0%
Credit Card Processing Fees	5531	242,658	317,089	250,000	320,000	105,627	225,000	450,000	-29.7%
Purchasing Card	5551	-	-	-	-	-	-	-	-
Operating Costs		\$ 1,026,446	\$ 1,236,497	\$ 1,375,836	\$ 1,532,931	\$ 589,738	\$ 1,395,051	\$ 1,631,750	-9.0%
Intangibles	5645	6,651	-	-	-	-	-	-	-
Equipment	5649	91,875	-	25,000	-	-	20,000	40,000	-
Capital Outlay		\$ 98,526	\$ -	\$ 25,000	\$ -	\$ -	\$ 20,000	\$ 40,000	-
Fleet Fund	5644	4,581	14,000	14,528	18,997	-	135,000	-	610.6%
Transfers Out		\$ 4,581	\$ 14,000	\$ 14,528	\$ 18,997	\$ -	\$ 135,000	\$ -	610.6%
Total		\$ 1,534,459	\$ 1,673,509	\$ 1,928,764	\$ 2,083,428	\$ 817,218	\$ 1,983,371	\$ 2,224,250	-4.8%

City of St. Pete Beach

FY 2025 Budget

Community Development: Transportation and Parking

001-5605-521

Account Description	Account	FY 2025 Request	Fiscal Year 23-24
			Line Item Description
			New Director from within/was .5, now .1FTE-CM added 1.5FTE PEOs and Mgt
Salaries & Wages	5120	333,300	Analyst
Allowances	5125	1,200	Transportation and Parking Director's auto allowance
Other Wages	5130	-	
Overtime	5140	4,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	25,500	FICA contributions at 7.65% of salary
Retirement	5220	106,000	Contributions to staff retirement
Employee Insurance	5230	78,000	Assume 10% increase for health insurance - 5% for others
Workers Compensation	5240	4,500	NCCI rates for specific work categories, applied to ratable payroll
Personnel Costs		\$ 552,500	
			Flowbird weboffice and labor (\$25,300); LPR annual licensing (\$7,700);
Professional & Contractual	5310	186,500	Passport parking permit system (\$22,000); Passport ticket processing (\$44,000); parking sensor ongoing services (\$27,500) Parking Mgt Plan (60k)
			Bus service per Pinellas Suncoast Transit Authority contract; Central Avenue
Bus Support Service	5343	214,100	Trolley (CAT) service will be reduced and will suspend operating service every day at 6:30pm.
Micro-transit Service	5351	704,000	Freebee shuttle service and continued expansion
Training	5400	1,000	Staff development and training
			Internet service for staff laptops; GPS service for City vehicles; pay station
Telephone	5410	15,000	connectivity and back office service
Electricity	5431	3,000	Freebee charging station
			Allocation of property, liability, auto, pollution, and flood insurance
Insurance	5450	1,650	premiums
R&M - Equipment	5462	27,000	Flowbird partsmart program (\$25,000); miscellaneous labor (\$2,000)
R&M - Vehicles	5463	2,500	Repair and maintenance of vehicles assigned to division
Duplicating	5470	5,500	Parking permits
			Maintenance of parking signs; decorative mobile payment signs; waterway
Street Signs	5471	20,000	pilings and signage as may be required by pending ordinance
Other Expense	5499	-	
Office Supplies	5510	800	Routine office supplies
Uniforms	5521	700	Parking Enforcement Officer uniforms
Operating Supplies	5529	-	
Credit Card Processing Fees	5531	450,000	Fees incurred to process credit card transactions
Operating Costs		\$ 1,631,750	
Equipment	5649	\$ 40,000	New Parking Enforcement vehicle and equipment
Capital Outlay		\$ 40,000	
Fleet Fund	5644	-	
Transfers Out		\$ -	
Total		<u>\$ 2,224,250</u>	

City of St. Pete Beach
FY 2025 Budget
Community Development: Code Compliance

Mission:

The Mission of the Code Enforcement Division is to serve the citizens of St Pete Beach by ensuring compliance with all adopted City codes through providing effective public contact and education, building cooperative partnerships throughout our community, and enforcing the law in an equitable and impartial manner. The Division is community-oriented and strives to achieve voluntary compliance, through interacting with residents.

Our goal is to promote a positive image of Code Enforcement to our community and our allied City Departments by fostering a culture that is helpful, approachable, knowledgeable and of the highest integrity.

Programs:

Neglected Properties: Code Enforcement actively addresses vacant, neglected, and foreclosed homes through a comprehensive enforcement program aimed at eliminating the blight associated with these properties and working with property owners to have properties rehabilitated and re-occupied.

Neighborhood Livability: In conjunction with other City departments, Code Enforcement coordinates and investigates neighborhood livability concerns related sub-standard properties, safety hazards, general visual blight, unlicensed vendors, encampments, and other public nuisance violations in the community.

Short Term Rentals: Code Enforcement continually researches properties that may be violating our permitted principal uses and structures of all districts in St. Pete Beach. This is for the enforcement of such dwellings that shall not be used for transient occupancy or dwellings that such transient occupancy of less than thirty 30 days does not occur more than three times in any 12-month period on any parcel.

Sea Turtle Conservation: Protection of threatened or endangered sea turtles during nesting season befalls Code Enforcement. The problems are ever changing along with the solutions, so Code Enforcement must stay vigilant in its efforts to help protect the sea turtles and other wildlife. One main way is to coordinate with our fellow beachfront properties each season to replace problematic lights with sea turtle friendly alternatives.

Noise Level Readings: When a commercial or residential property causes or allows any sound source in such a manner as to create a sound level that exceeds the sound level limits allowed in the city code of ordinances, Code Enforcement is the first line of defense. To

City of St. Pete Beach
FY 2025 Budget
Community Development: Code Compliance

determine the sound level from the sound source to be measured, the background sound shall be subtracted from the ambient sound level. To police such violations and get an accurate reading, Code Enforcement uses a 3M ANSI Class 2 sound level meter.

Storm Damage Assessment: Code Enforcement Officers are specially trained and designated to the City of St. Pete Beach Damage Assessment Team. The damage assessment team is trained on the ArcGIS system hand in hand with Pinellas County officials from the Emergency Management Department. Our goal is to protect the lives and property of our residents and visitors. Our planning entails four phases being mitigation, preparedness, response, and recovery.

Stop Work Orders: Being that our job as Code Enforcement Officers consists of reactive and proactive enforcement, when we see illegal work being done without a permit, we assess the situation and stop work accordingly. This does many things for the community, but one main purpose is to ensure that all properties are safe and compliant with all FEMA regulations.

Building permits ensure that your home improvement or remodeling project meets important requirements that minimize potential health and safety risks, such as structural collapse, fire hazard, and electrical deficiency.

Re-Claimed Watering Schedule: St. Pete Beach is part of the Southwest Florida Water Management district which means that we have a Year-Round Water Conservation Measure that pertains to usage of reclaimed water. To help safeguard this water, we have set times and days in place for properties to water so that everyone gets the chance to utilize the re-claimed water.

These times and days depend on the last number of your house/property number and only using the re-claimed water during the hours of 8pm-6am on the permitted days.

Business-Tax-Receipts: Code Enforcement Officers get informed by the Permitting department when a new business opens and hasn't applied for their business tax receipt or if an existing business has let their current business tax receipt expire. No person shall engage in any business, trade, or profession in the city without first obtaining a business tax receipt issued by the city.

We facilitate the process of applying for the business tax receipt by inspecting the business, educating the owner of this necessity, and making sure this application from the owner is submitted to the city.

Illicit Discharge: Spills and illicit discharge are overseen by the Code Enforcement division; this is to help keep our streets clean and keep any pollutant from entering our stormwater sewer system and getting into our surrounding bodies of water. Discharge to the storm sewer system containing any sewage, industrial waste, or other waste materials, or containing any materials in violation of federal, state, county, municipal, or other laws, rules, regulations is prohibited.

City of St. Pete Beach
FY 2025 Budget
Community Development: Code Compliance

Junk Vehicles and Abandoned Property: Upon an inspection by a Code Enforcement Officer, if a vehicle or vessel that is unregistered, stored, or abandoned is found, Code Enforcement works closely with the Pinellas County Sheriff's Office. This is to develop an optimal partnership and ensure public safety within the City of St. Pete Beach as well as getting these types of vehicles or vessels towed when needed if they are located on the city right-of-way.

Special Magistrate Hearings: Every second Monday of every month, Code Enforcement Officers present cases for properties that are in violation of the Code of Ordinances to the Special Magistrate. This consists of a PowerPoint presentation filled with evidence that the officer puts together after they have acquired substantial evidence over a reasonable timeframe that was set by the officer to the property owner. The Special Magistrate shall render his or her decision based on evidence entered into the record and upon confirmation by a code officer that a code enforcement order has not been complied with within the set time, may order the violator to pay a fine. The Code Enforcement Officers handle the cases from cradle-to-grave and follow all laws set forth in F.S. Chapter 162.

Action Items:

-  To collaborate with the citizens of St. Pete Beach so may we thrive with a clean, safe, and respectable community who works together to attain the mindset of: One City, One Goal, One Mission.

City of St. Pete Beach

FY 2025 Budget

Community Development: Code Compliance

Budgeted Full-time Equivalent (FTE) Positions							
Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested	FY 2025 +/-	FY 2025+/-
					FY 2025	(FTE)	(%)
Community Development Director	0.50	0.00	0.00	0.25	0.10	-0.15	
Code Enforcement Officer	0.50	0.50	0.50	0.90	0.90	0.00	
Code Enforcement Manager	0.00	0.00	0.00	1.00	1.00	0.00	
Senior Planner	1.00	1.00	1.00	1.00	0.00	-1.00	
Transportation Planner	1.00	1.00	1.00	1.00	0.00	-1.00	
Permitting & Zoning Administrator	0.20	0.00	0.00	0.00	0.00	0.00	
Zoning Technician II	0.50	0.50	0.00	0.00	0.00	0.00	
Administrative Assistant	1.00	0.00	0.00	0.00	0.00	0.00	
Code Enforcement Clerk	0.00	0.00	0.00	0.40	1.00	0.60	
Total	4.70	3.00	2.50	4.55	3.00	-1.55	-34.1%

City of St. Pete Beach
FY 2025 Budget
Community Development: Code Compliance

001-5403-524

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	135,469	109,572	160,710	221,800	183,675	200,400	-9.6%
Other Wages	5130	5,232	5,124	5,000	5,000	5,000	5,000	0.0%
Overtime	5140	22	476	100	2,500	1,000	1,000	-60.0%
FICA Tax	5210	10,562	8,674	12,500	13,400	14,050	15,300	14.2%
Retirement	5220	30,224	10,038	15,500	20,300	20,000	20,000	-1.5%
Employee Insurance	5230	3,620	3,562	16,000	31,300	25,000	25,000	-20.1%
Workers Compensation	5240	1,839	1,939	5,120	4,500	2,500	2,500	-44.4%
Personnel Costs		\$ 186,968	\$ 139,385	\$ 214,930	\$ 298,800	\$ 251,225	\$ 269,200	-9.9%
Professional & Contractual	5310	12,397	23,152	41,543	20,000	30,000	25,000	25.0%
Software	5330	-	-	15,000	15,000	-	-	-100.0%
Travel & Training	5400	3,229	4,321	4,000	5,500	5,500	5,500	0.0%
Telephone	5410	81	-	-	-	-	-	-
Postage	5420	-	1,002	500	700	1,500	1,500	114.3%
Equipment Rental	5449	-	15	-	-	-	-	-
Insurance	5450	1,276	1,386	1,600	1,300	1,430	1,430	10.0%
R&M - Vehicles	5463	2,114	2,459	500	3,600	3,600	3,600	0.0%
Duplicating	5470	-	958	1,500	1,500	1,500	1,500	0.0%
Other Expenses	5499	2,166	1,045	800	1,000	1,500	1,500	50.0%
Office Supplies	5510	170	671	800	800	800	800	0.0%
Uniforms	5521	598	1,246	750	1,000	1,400	1,400	40.0%
Fuel	5522	860	305	670	-	500	500	-
Operating Supplies	5529	681	6,837	1,500	6,000	10,000	5,000	-16.7%
Publications/Memberships	5540	100	50	1,000	1,000	1,000	1,000	0.0%
Purchasing Card	5551	-	-	-	-	-	-	-
Operating Costs		\$ 23,672	\$ 43,447	\$ 70,163	\$ 57,400	\$ 58,730	\$ 48,730	-15.1%
Vehicles	5641	19,000	-	-	-	-	-	-
Capital Outlay		\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ -	-
Fleet Fund	5644	5,222	7,250	9,231	24,265	-	-	-100.0%
Transfers Out		\$ 5,222	\$ 7,250	\$ 9,231	\$ 24,265	\$ -	\$ -	-100.0%
Total		\$ 234,862	\$ 190,082	\$ 294,324	\$ 380,465	\$ 309,955	\$ 317,930	-16.4%

City of St. Pete Beach
FY 2025 Budget
Community Development: Code Compliance

001-5403-524

Account Description	Account	FY 2025 Request	fy 24-25 Line Item Description
			Two moved to Pkg/Trnspt - one PtER converts to FT - Cost of Implementation
Salaries & Wages	5120	200,400	for Pay Study
Other Wages	5130	5,000	Health insurance opt-out payments
Overtime	5140	1,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	15,300	FICA contributions at 7.65% of salary
Retirement	5220	20,000	Contributions to staff retirement
Employee Insurance	5230	25,000	10% increase for health, 5% for other
Workers Compensation	5240	2,500	NCCI Rates for Ratable payroll by work category
Personnel Costs		\$ 269,200	
Professional & Contractual	5310	25,000	Special magistrate allocation
Software	5330		
Travel & Training	5400	5,500	Continuing education credits
Postage	5420	1,500	Routine office mail
			Allocation of property, liability, auto, pollution, and flood insurance
Insurance	5450	1,430	premiums
R&M - Vehicles	5463	3,600	Repair and maintenance of vehicles assigned to division
Duplicating	5470	1,500	Routine office printing and binding
Other Expenses	5499	1,500	Lien recording expenses
Office Supplies	5510	800	Routine office supplies
Uniforms	5521	1,400	Code Enforcement Officer uniforms
Fuel	5522	500	Estimated fuel costs based on consumption history and estimated fuel prices
			Supplies as required for day-to-day operations of the division; laptops,
Operating Supplies	5529	5,000	mounts for cars, equipment bags
Memberships	5540	1,000	Reference materials and professional memberships for staff
Operating Costs		\$ 48,730	
Fleet Fund	5644		Per vehicle replacement schedule
Transfers Out		\$ -	
Total		<u>\$ 317,930</u>	

City of St. Pete Beach
FY 2025 Budget
Facilities Management

Mission:

Provide Reliable Exceptional Customer Service

Programs:

The Facilities Maintenance Division maintains the public buildings including:

- City Hall
- Public Works
- Community Center
- Aquatic Center
- Warren Webster Building
- Don Vista Cultural Arts Center
- Upham Beach Concession Stand
- Library
- Fire Station No. 22
- Fire Station No. 23
- Pass-a-Grille Beach Concession Stand
- County Beach Bathrooms
- Park Restrooms
- Park Pavilions
- Merry Pier
- Shuffleboard Court Building

Action Items:

-  Work with all City Departments to monitor and maintain facilities in a cost-effective manner
-  Develop an energy efficiency and savings portfolio for all primary facilities and implement a long-range plan to optimize energy efficiency
-  Develop a facility maintenance portfolio for routine and capital maintenance and repair requirements for each facility
-  Perform preventative maintenance for building systems including HVAC and controls, electrical, security, doors, and plumbing

City of St. Pete Beach
FY 2025 Budget
Facilities Management

-  Monitor routine maintenance contract performance including fire extinguisher, sprinkler head and alarm checks, elevator inspections, pest control, water and air filter changes, window cleaning and carpet cleaning
-  Perform custodial services
-  Order, receive, store, and distribute supplies
-  Systematically rehabilitate all exterior electrical outlets and lighting retrofitting with LED

City of St. Pete Beach

FY 2025 Budget

City Manager Department: Facilities Management

Budgeted Full-time Equivalent (FTE) Positions

Reported in Public Works prior to FY 2022

Position	FY 2021	FY 2022	FY 2023	FY 2024	Requested FY 2025	FY 2025 +/-	FY 2025 +/-
						(FTE)	(%)
Operations Manager	0.00	0.00	0.75	0.75	1.00	0.25	
Crew Chief	0.00	1.00	1.00	1.00	1.00	0.00	
Facility Maintenance Worker III	2.00	2.00	2.00	2.00	2.00	0.00	
Facility Maintenance Worker II	0.00	0.00	0.00	0.00	0.00	0.00	
Facility Maintenance Worker I	0.00	0.00	0.00	1.00	1.75	0.75	
Facility Maintenance Worker (P/T)	1.46	2.46	2.46	1.46	0.00	-1.46	
Total	3.46	5.46	6.21	6.21	5.75	-0.46	-7.4%

City of St. Pete Beach
FY 2025 Budget
City Manager Department: Facilities Management

001-6102-519

Reported in Public Works prior to FY 2022

Reported in Community Development in FY 2024

Description	Account	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 24 to 25
		Actual	Actual	Revised	Budget	Request	Proposed	Change (%)
Salaries & Wages	5120	85,834	92,622	297,100	300,600	293,100	313,700	4.4%
Other Wages	5130	3,295	4,860	-		1,250	1,250	-
Overtime	5140	2,572	1,232	4,300	8,100	5,000	5,000	-38.3%
FICA Tax	5210	6,471	7,184	23,100	23,700	22,425	24,000	-5.4%
Retirement	5220	36,511	19,336	48,900	21,000	23,000	23,000	9.5%
Employee Insurance	5230	11,849	13,095	44,400	45,000	22,500	22,500	-50.0%
Workers Compensation	5240	7,588	8,010	5,800	5,100	2,750	2,750	-46.1%
Personnel Costs		\$ 154,120	\$ 146,339	\$ 423,600	\$ 403,500	\$ 370,025	\$ 392,200	-8.3%
								-
Professional & Contractual	5310	3,260	-	-				-
Travel & Training	5400	-	-	500	500	1,000	1,000	100.0%
Telephone	5410	2,346	2,246	3,100	1,100	1,100	1,100	0.0%
Electricity	5431	27,360	26,349	24,000	31,000	31,000	32,000	0.0%
Water & Sewer	5432	1,532	1,604	2,720	2,900	2,900	3,000	0.0%
Reclaimed Water	5433	1,060	1,022	1,400	1,400	1,400	1,500	0.0%
Land Lease	5447	-	4,516	3,000	5,000	5,000	5,000	0.0%
Equipment Rental	5449	-	-	5,200	5,200	5,200	5,200	0.0%
Insurance	5450	128,912	139,453	156,300	132,600	145,860	145,860	10.0%
Allocated Maintenance	5460	-	21,879	47,637	184,000	202,400	202,400	10.0%
Direct Maintenance	5461	88,474	56,430	56,675	65,700	85,000	85,000	29.4%
R&M - Vehicles	5463	3,040	7,950	2,500	3,000	3,000	3,000	0.0%
Office Supplies	5510	20	50	-		-	-	-
Furnishings	5511	-	9,084	10,000	10,000	25,000	10,000	150.0%
Uniforms	5521	2,253	1,914	3,500	3,500	4,500	4,500	28.6%
Fuel	5522	2,367	2,657	4,800	3,300	3,000	3,000	-9.1%
Small Tools	5524	3,480	-	-	5,000	15,000	5,000	200.0%
Operating Supplies	5529	26,063	7,787	2,500	5,000	10,000	10,000	100.0%
Operating Costs		\$ 290,167	\$ 282,941	\$ 323,832	\$ 459,200	\$ 541,360	\$ 517,560	17.9%
								-
Vehicles	5641	13,421	10,804	25,000	70,000			-100.0%
Equipment	5643	-	-	-				-
Improvements	5650	-	-	45,000	75,000	55,000	55,000	-26.7%
Capital Outlay		\$ 13,421	\$ 10,804	\$ 70,000	\$ 145,000	\$ 55,000	\$ 55,000	-62.1%
								-
Fleet Fund	5644	10,166	8,533	10,851	39,409	68,000	68,000	72.5%
Transfers Out		\$ 10,166	\$ 8,533	\$ 10,851	\$ 39,409	\$ 68,000	\$ 68,000	72.5%
								-
Total		\$ 467,874	\$ 448,617	\$ 828,283	\$ 1,047,109	\$ 1,034,385	\$ 1,032,760	-1.2%

City of St. Pete Beach

FY 2025 Budget

City Manager Department: Facilities Management

001-6102-519

Account Description	Account	FY 2025	
		Proposed	Line Item Description
Salaries & Wages	5120	313,700	Pay Study implementation - down .75FTE (2 Pters)
Other Wages	5130	1,250	Health Insurance opt-out
Overtime	5140	5,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	24,000	FICA contributions at 7.65% of salary
Retirement	5220	23,000	Contributions to staff retirement
Employee Insurance	5230	22,500	Estimated insurance cost assuming 10% medical increase; 5% other
Workers Compensation	5240	2,750	NCCI rates for specific work categories, on ratable payroll
Personnel Costs		\$ 392,200	
Travel & Training	5400	1,000	Staff development
Telephone	5410	1,100	Internet, telephone, and cell phone service
Electricity	5431	32,000	Projected annual cost of electric service at City Hall
			Projected annual cost of water and sewer service based on consumption history
Water & Sewer	5432	3,000	
Reclaimed Water	5433	1,500	Projected annual cost of reclaimed water service
Land Lease	5447	5,000	Merry Pier submerged land lease
Equipment Rental	5449	5,200	Postage machine
			Allocation of property, liability, auto, pollution, and flood insurance premiums
Insurance	5450	145,860	Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Allocated Maintenance	5460	202,400	
Direct Maintenance	5461	85,000	Building repairs; plumbing, electrical, lighting etc.
R&M - Vehicles	5463	3,000	Repair and maintenance of vehicles assigned to division
Furnishings	5511	10,000	reception desk and office furniture city hall
Uniforms	5521	4,500	Uniforms for staff allocated to this division
			Estimated fuel costs based on consumption history and estimated fuel prices
Fuel	5522	3,000	
Small Tools	5524	5,000	Facility shop tools (\$2500). Tools to outfit vehicle purchases (\$2500)
Operating Supplies	5529	10,000	Miscellaneous tools and supplies as needed to service City Hall
Operating Costs		\$ 517,560	
Vehicles	5641		
Improvements	5650	55,000	LED conversion at various facilities (\$40,000); Charging stations (\$15,000)
Capital Outlay		\$ 55,000	
Fleet Fund	5644	68,000	replacing 2017 Ford T-350 Ford Cargo Van
Transfers Out		\$ 68,000	
Total		<u>\$ 1,032,760</u>	

City of St. Pete Beach
FY 2025 Budget
Law Enforcement

Mission:

The City of St. Pete Beach entered into a contract with the Pinellas County Sheriff's Office effective January 6, 2013. The contract is administered to ensure the health, safety, and welfare of the community through the enforcement of laws, ordinances and criminal codes, and education of the citizenry.

There are deputies on duty in St. Pete Beach twenty-four hours a day, seven days a week, including three full-time, dedicated community policing officers.

Duties include responding to requests for service, performing preliminary investigations, and enforcement of traffic laws. Deputies promote public safety programs, and provide for investigation of crimes and attempted crimes against persons and property. Services also include the identification and apprehension of criminals, the preparation of court cases for the prosecution of criminal offenders, and the recovery of stolen property. In addition, the Pinellas County Sheriff's Office is also responsible for the collection, preservation and identification of physical evidence for use in court.

City of St. Pete Beach
FY 2025 Budget
Law Enforcement

001-5701-521

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2024 YTD	FY 2025 Request	FY 2025 Proposed	FY24 to FY25 Change (%)
Retirement	5220	-	96,468	96,500	100,000		100,000	100,000	0.0%
Police Pension State Funds	5225	98,720	104,889	98,000	98,000		98,000	98,000	0.0%
Personnel Costs		\$ 98,720	\$ 201,357	\$ 194,500	\$ 198,000	\$ -	\$ 198,000	\$ 198,000	0.0%
									-
Professional & Contractual	5310	2,507,868	2,706,072	2,856,841	3,036,384	1,771,214	3,130,000	3,255,000	7.2%
Special Event Service	5325	4,960	18,957	45,000	25,000	-	25,000	25,000	0.0%
Beach Patrol Service	5326	61,158	40,453	-	50,000	-	50,000	50,000	0.0%
Telephone	5410	241	275	240	380	223	250	250	-34.2%
Contingency	5599	-	-	-	250,000	145,841	-	250,000	0.0%
Operating Costs		\$ 2,574,227	\$ 2,765,757	\$ 2,902,081	\$ 3,361,764	\$ 1,917,278	\$ 3,205,250	\$ 3,580,250	6.5%
									-
Total		\$ 2,672,947	\$ 2,967,114	\$ 3,096,581	\$ 3,559,764	\$ 1,917,278	\$ 3,403,250	\$ 3,778,250	6.1%

City of St. Pete Beach

FY 2025 Budget

Law Enforcement

001-5701-521

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Retirement	5220	100,000	Estimated contribution owed to police pension system
			Pass-through funding contributed to the police pension fund; equivalent
Police Pension State Funds	5225	98,000	amount is recognized as General Fund revenue
Personnel Costs		\$ 198,000	
			Annual law enforcement contract with Pinellas County Sheriff's Office
Professional & Contractual	5310	3,255,000	(PCSO)
Special Event Service	5325	25,000	Estimated pending further action
Beach Patrol Service	5326	50,000	Estimated pending further action
Telephone	5410	250	Call forwarding from the former City of St. Pete Beach police line to PCSO
Contingency	5599	250,000	Contingency per Contract
Operating Costs		\$ 3,580,250	
Total		<u>\$ 3,778,250</u>	

City of St. Pete Beach
FY 2024 Budget
Fire Department

Mission:

To protect the public through reducing or preventing personal injury or property damage due to fire, medical emergency, disaster, or other life hazard by providing public education, incident prevention and emergency response services.

Vision:

To set the standard for health, safety, and professionalism in public safety

Core Values:

Service-Bravery-Honor-Integrity-Dedication-Positive Work Environment-Preparedness

Programs:

Fire Prevention/Disaster Education (Community Risk Reduction): The Fire Rescue Department is dedicated to providing programs to the public concerning fire prevention, safety education and disaster planning. Annually, the Department attempts to reach as many residents and visitors with our safety message as possible.

Community Risk Reduction Programs 2023:

Fire Inspections: 775

Plan Reviews: 549

Community Outreach Events: ≈30

Tactical Survey and Smoke Detector Programs: The Tactical Survey program is designed to allow fire fighters to visit each commercial building in the City annually. The fire crews use this opportunity to be familiar with each commercial building and to update tactical pre-plan drawings. The Smoke Detector Program provides smoke detectors for our residents.

Emergency Management Program: The Fire Rescue Department is the lead agency within the City for managing the City's Emergency Management Plan (CEMP). During declared disasters, the Fire Chief functions as the City's Emergency Manager, providing direction to all City Departments.

Fire Suppression: The Fire Rescue Department provides firefighting services to attempt to prevent the spread of and extinguish significant unwanted fires in buildings, vehicles, and woodlands. This is provided to satisfy the need to reduce the loss of life and property and minimize damage to the environment when a fire occurs.

Emergency Medical Services: The Fire Rescue Department provides medical care and renders aid to persons with medical-related illnesses and injuries. The department provides first response (non-transport) advanced life support (ALS) services from two fire stations utilizing dual purpose, fire suppression apparatus along with two specialty units with one being transport capable for the

City of St. Pete Beach
FY 2024 Budget
Fire Department

emergency medical services (EMS) program. In addition, the department operates the busiest marine rescue vessel in Pinellas County.

Call Volume 2023:

Fire-Related Responses: 868
EMS-Related Responses: 2,952

Fire & EMS Training: All Fire Rescue Department personnel are required to attend continuing medical and firefighting training programs to maintain licensure and proficiencies. Emergency Medical Technicians and Paramedics attend required training programs provided by Pinellas County EMS under the direction of the County Medical Director.

Fire training is managed through our participation in several programs which include in-house company drills, computer-based fire training programs and through the Pinellas County and South Beaches Training groups. These continuing education training programs provide Fire Department personnel with the required training needed to be efficient and effective.

Training Hours 2023:

Fire-Related Training: 11,097
EMS-Related Training: 989

Action Items:

-  Continue to analyze services and deployment model to ensure the most effective and efficient public safety delivery to the citizens and visitors of St. Pete Beach
-  Utilize technological advances to aid in the continued modernization of internal operations and service delivery
-  Ensure long-range visioning allows for proper and efficient investment in critical infrastructure needs with a focus on resiliency and the health and safety of firefighters and the citizens and visitors they serve
-  Ensure internal operational resiliency through progressive training and mentoring while also ensuring an effective and efficient operational structure
-  Be visible and active in the community and neighborhoods through proactive fire prevention and educational programs.

City of St. Pete Beach

FY 2025 Budget

Fire Department**Budgeted Full-time Equivalent (FTE) Positions****Proposed**

Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	FY 2025 +/- (%)
Fire Chief	1.00	1.00	1.00	1.00	1.00	0.00	
Deputy Fire Chief	0.00	0.00	0.00	1.00	1.00	0.00	
District Chief	3.00	3.00	3.00	3.00	3.00	0.00	
Lieutenant Paramedic	4.00	4.00	4.00	4.00	4.00	0.00	
Lieutenant EMT	2.00	2.00	2.00	2.00	2.00	0.00	
Fire Marshal	1.00	1.00	1.00	1.00	1.00	0.00	
Fire Inspector	0.00	0.00	0.00	1.00	1.00	0.00	
Part-time Fire Inspector	0.63	0.00	0.00	0.00	0.00	0.00	
Firefighter Paramedic	14.00	14.00	14.00	14.00	14.00	0.00	
Firefighter EMT	10.00	10.00	10.00	13.00	13.00	0.00	
Administrative Assistant	0.00	0.00	0.00	0.00	1.00	1.00	
Total	35.63	35.00	35.00	40.00	41.00	1.00	2.5%

City of St. Pete Beach
FY 2025 Budget
Fire Department: Fire Suppression

001-5801-522

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	968,321	963,757	1,027,300	1,207,900	1,350,000	1,904,500	57.7%
Auto Allowance	5125	-	-	-				
Other Wages	5130	49,659	47,496	50,000	36,200	40,000	40,000	10.5%
Overtime	5140	129,144	252,944	150,000	150,000	160,000	160,000	6.7%
Overtime - Inspections	5141	-	-	-				-
Overtime - Reimbursable	5145	-	3,835	5,500	5,500	5,500	5,500	0.0%
FICA Tax	5210	115,960	120,218	124,000	144,800	125,000	145,700	0.6%
Retirement	5220	495,508	555,240	536,300	715,000	800,000	800,000	11.9%
Fire Pension State Funds	5225	203,153	197,870	187,700	187,700	185,000	185,000	-1.4%
Employee Insurance	5230	185,900	211,943	227,700	365,000	400,000	400,000	9.6%
Workers Compensation	5240	97,888	98,692	90,200	88,500	99,000	99,000	11.9%
Personnel Costs		\$ 2,245,533	\$ 2,451,995	\$ 2,398,700	\$ 2,900,600	\$ 3,164,500	3,739,700	28.9%
								-
Professional & Contractual	5310	10,663	10,631	15,500	16,000	19,000	19,000	18.8%
Software	5330	3,234	3,594	-			-	-
Travel & Training	5400	8,217	8,617	20,000	22,000	50,000	42,000	90.9%
Telephone	5410	10,223	11,329	13,500	12,400	12,000	12,000	-3.2%
Postage	5420	-	644	600	600	600	600	0.0%
Electricity	5431	18,462	20,802	22,000	30,000	28,000	28,000	-6.7%
Water & Sewer	5432	2,959	3,194	6,015	5,700	2,000	2,000	-64.9%
Reclaimed	5433	440	382	510	510	500	500	-2.0%
Solid Waste Disposal	5435	2,214	3,472	4,000	3,800	4,000	4,000	5.3%
Submerged Lands Lease	5447	-	-	-			-	-
Rentals	5449	905	754	1,000	1,000	1,000	1,000	0.0%
Insurance	5450	82,904	64,880	73,900	24,500	26,950	26,950	10.0%
Allocated Maintenance	5460	-	6,424	16,000		-		-
Direct Maintenance	5461	37,318	31,511	31,350	27,800	85,000	60,000	115.8%
R&M - Equipment	5462	15,973	14,988	20,250	20,250	23,000	20,250	0.0%
R&M - Vehicles	5463	30,087	29,758	47,866	50,000	50,000	35,000	-30.0%
Duplicating	5470	83	90	400	400	300	300	-25.0%
Other Expenses	5499	1,651	7,327	-		1,000	1,000	-
Office Supplies	5510	2,321	1,574	2,000	2,000	2,000	2,000	0.0%
Uniforms	5521	9,191	6,555	12,000	12,500	19,000	19,000	52.0%
Fuel	5522	17,486	31,972	18,400	17,100	28,000	28,000	63.7%
Small Tools	5524	979	453	1,500	2,000	2,000	2,000	0.0%
Safety Gear	5526	35,007	17,354	47,083	50,000	70,000	65,000	30.0%
Operating Supplies	5529	17,345	32,765	25,000	35,000	35,000	30,000	-14.3%
Credit Card Processing Fees	5531	-	-	-			-	-
Emergency Management	5532	975	1,491	-			-	-
Memberships	5540	2,217	2,077	8,000	8,000	9,000	8,000	0.0%
Purchasing Card	5551	-	-	-				-
Operating Costs		\$ 310,854	\$ 312,638	\$ 386,874	\$ 341,560	\$ 468,350	\$ 406,600	19.0%
								-
Buildings	5621	-	-	-				-
Vehicles	5641	-	-	-				-
Equipment	5649	16,459	-	66,873		19,000	19,000	-

City of St. Pete Beach
FY 2025 Budget
Fire Department: Fire Suppression

001-5801-522

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY2025 Proposed	FY 24 to 25 Change (%)
Improvements	5650	-	-	47,000				-
Capital Outlay		\$ 16,459	\$ -	\$ 113,873	\$ -	\$ 19,000	\$ 19,000	-
								-
Fleet Fund	5644	15,476	26,476	26,333	28,589	-		-100.0%
Capital Fund	5695	-	-	-		-		-
Transfers Out		\$ 15,476	\$ 26,476	\$ 26,333	\$ 28,589	\$ -	\$ -	-100.0%
								-
Total		\$ 2,588,322	\$ 2,791,109	\$ 2,925,780	\$ 3,270,749	\$ 3,651,850	\$ 4,165,300	27.4%

City of St. Pete Beach
FY 2025 Budget
Fire Department: Fire Suppression

001-5801-522

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	1,904,500	Addressed by Contract - 3% adjustment and 3.5% step increase
Other Wages	5130	40,000	Health insurance opt-out payments; IAFF contractual payments including educational incentive pay, Acting Lieutenant pay, Shift Commander pay, Driver pay, and FLSA pay
Overtime	5140	160,000	Estimated annual overtime to provide maintain minimum staffing during scheduled and unscheduled employee absences (increase based on IAFF negotiated wages for FY25 and historical utilization)
Overtime - Reimbursable	5145	5,500	Reimbursable overtime for special events
FICA Tax	5210	145,700	FICA contributions at 7.65% of salary
Retirement	5220	800,000	Pension plan contributions at 35.5% of pensionable wages (down from 41.0%)Finance will update for fy25
Fire Pension State Funds	5225	185,000	Pass-through funding contributed to the fire pension fund
Employee Insurance	5230	400,000	Assume approx 10% increase
Workers Compensation	5240	99,000	NCCI rate adjustment - based on payroll and W/C category
Personnel Costs		\$ 3,739,700	
Professional & Contractual	5310	19,000	Firefighter annual physicals and flu shots (25 FTEs at \$632 per); Pre-Employment physicals: drug screens
Travel & Training	5400	42,000	Continuing education to maintain and develop job skills (\$20,000); employee retention paramedic reimbursement program (4 FTEs at \$7,500 per)
Telephone	5410	12,000	Internet, telephone, and cell phone service
Postage	5420	600	Routine office mail; Equipment return; Breathing air samples
Electricity	5431	28,000	Projected annual cost of electric service
Water & Sewer	5432	2,000	Projected annual cost of water and sewer service based on consumption history
Reclaimed	5433	500	Projected annual cost of reclaimed water service
Solid Waste Disposal	5435	4,000	Direct billing for contractual waste removal service
Equipment Rental	5449	1,000	Copier lease (Fire Station 23)
Insurance	5450	26,950	Allocation of property, liability, auto, pollution, and flood insurance premiums
Allocated Maintenance	5460	-	Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Direct Maintenance	5461	60,000	Fire Station 22 and 23 building repairs (\$35,000), Handrail replacement at Fire Station 23 per code (\$25,000), Additional code (fire alarm) and hardening projects (doors & windows) at Fire Station 23 (\$25,000). All items in this line item are per the Facilities Manager
R&M - Equipment	5462	20,250	Repair and maintenance of Motorola radio system per contract; testing for air tank filling system per contract; Scott SCBA flow tests (\$35 per unit) and fit test (\$25 per employee); Extrication equipment annual maintenance; Hose testing
R&M - Vehicles	5463	35,000	Repair and maintenance of apparatus and rescue vehicles via external fleet maintenance vendors; mandated yearly pump certifications; aerial and ground ladder certifications
Duplicating	5470	300	Routine office printing and binding
Other Expenses	5499	1,000	
Office Supplies	5510	2,000	Routine office supplies
Uniforms	5521	19,000	Firefighter uniforms and cleaning (27 FTEs - increased uniform cost due to inflation and loss of local vendor)
Fuel	5522	28,000	Estimated fuel costs based on consumption history and estimated fuel prices
Small Tools	5524	2,000	Specialty tools required for day-to-day operations including Fire Marshall-specific items (Inspections and Investigations)
Safety Gear	5526	65,000	Acquisition bunker gear (average cost of \$3,500 per set) based on industry standards and related maintenance service (annual cleaning and inspection); purchase of boots, helmets, hoods, safety vests, and gloves
Operating Supplies	5529	30,000	Supplies as required for day-to-day operations of the all fire related divisions (operations, fire prevention, public education/community risk reduction)
Publications & Memberships	5540	8,000	Memberships include: Vector Solutions Training (\$3,814.20), Mobile Eyes Inspection (\$2,746), Florida Chiefs Association (\$125 per Chief Officer), International Association of Fire Chiefs (\$183 per Chief Officer), Fire Department Safety Officers Association (\$99 per Cheif Officer),Pinellas County Chiefs Association, Pinellas Advanced Life Support, Fire Marshall memberships. Publications include: NFPA Fire Codes (\$295), IFSTA Manual updates, and State license re-certifications.
Operating Costs		\$ 406,600	
Vehicles	5641	-	

City of St. Pete Beach

FY 2025 Budget

Fire Department: Fire Suppression

001-5801-522

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Equipment	5649	19,000	Equipment upgrades due to Pinellas County Computer Aided Dispatch (CAD) change to Hexagon software (\$3,500 per response unit)
Improvements	5650	-	
Capital Outlay		\$ 19,000	
Fleet Fund	5644	-	Per vehicle replacement schedule
Transfers Out		\$ -	
Total		\$ 4,165,300	

City of St. Pete Beach
FY 2025 Budget
Fire Department: Emergency Medical Services

001-5802-522

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	1,150,680	1,243,868	1,315,000	1,594,000	1,700,000	1,403,600	-11.9%
Auto Allowance	5125	-	-	-				-
Other Wages	5130	15,620	27,708	20,000	23,500	25,000	25,000	6.4%
Overtime	5140	117,825	132,251	118,000	118,000	126,000	126,000	6.8%
Overtime - Reimbursable	5145	-	1,904	7,600	7,600	7,600	7,600	0.0%
FICA Tax	5210	69,584	75,973	77,400	94,800	103,400	107,400	13.3%
Retirement	5220	336,092	394,307	359,100	494,000	550,000	550,000	11.3%
Employee Insurance	5230	105,338	125,394	154,500	185,000	202,000	202,000	9.2%
Workers Compensation	5240	107,349	127,897	124,100	140,845	155,000	155,000	10.1%
Personnel Costs		\$ 1,902,488	\$ 2,129,302	\$ 2,175,700	\$ 2,657,745	\$ 2,869,000	2,576,600	-3.1%
								-
Professional & Contractual	5310	9,434	13,212	8,800	9,100	9,288	9,288	2.1%
Accounting & Auditing	5320	1,336	1,308	2,100	2,700	2,000	2,000	-25.9%
Travel & Training	5400	-	-	-			-	-
Telephone	5410	522	887	2,100	2,100	1,000	1,000	-52.4%
Insurance	5450	17,643	16,061	18,000	15,200	16,720	16,720	10.0%
R&M - Equipment	5462	3,919	2,205	5,000	5,000	5,000	5,000	0.0%
R&M - Vehicles	5463	14,400	13,090	29,447	25,750	26,523	26,523	3.0%
R&M - Marine Unit	5466	4,013	2,890	5,000	5,000	5,000	5,000	0.0%
Uniforms	5521	7,500	9,142	8,100	8,300	8,554	8,554	3.1%
Fuel	5522	6,653	12,768	11,400	11,100	11,000	11,000	-0.9%
Memberships	5540	1,550	180	2,500	2,500	2,500	2,500	0.0%
Operating Costs		\$ 66,970	\$ 71,743	\$ 92,447	\$ 86,750	\$ 87,585	87,585	1.0%
								-
Vehicles	5641				190,000		75,000	-60.5%
Equipment	5649	12,359	-	1,194	-	22,500	22,500	-
Capital Outlay		\$ 12,359	\$ -	\$ 1,194	\$ 190,000	\$ 22,500	\$ 97,500	-48.7%
								-
Fleet Fund	5644	20,833	25,833	20,423	20,423			-100.0%
Transfers Out		\$ 20,833	\$ 25,833	\$ 20,423	\$ 20,423	\$ -	\$ -	-100.0%
								-
Total		\$ 2,002,650	\$ 2,226,878	\$ 2,289,764	\$ 2,954,918	\$ 2,979,085	\$ 2,761,685	-6.5%

City of St. Pete Beach

FY 2025 Budget

Fire Department: Emergency Medical Services

001-5802-522

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	1,403,600	Contract in place - 3% adjustment and 3.5% step increase
Other Wages	5130	25,000	Health insurance opt-out payments; IAFF contractual payments including educational incentive pay, Acting Lieutenant pay, Shift Commander pay, Driver pay, and FLSA pay
Overtime	5140	126,000	Estimated annual overtime to provide maintain minimum staffing during scheduled and unscheduled employee absences (increase based on IAFF negotiated wages for FY25 and historical utilization)
Overtime - Reimbursable	5145	7,600	Reimbursable overtime for special events
FICA Tax	5210	107,400	FICA contributions at 7.65% of salary
Retirement	5220	550,000	Pension plan contributions at 35.5% of pensionable wages (down from 41.0%) will be updated by Finance
Employee Insurance	5230	202,000	Estimated insurance cost assuming 10% medical increase; 3% dental increase
Workers Compensation	5240	155,000	Estimated expenditures assuming 10% increase (allocation model updated for FY23)
Personnel Costs		\$ 2,576,600	
Professional & Contractual	5310	9,288	Firefighter physicals (\$632 per) and flu shots (13 FTEs); drug screens
Accounting & Auditing	5320	2,000	Allocated fees for the City's annual financial audit
Telephone	5410	1,000	Internet, telephone, and cell phone service
Insurance	5450	16,720	Allocation of property, liability, auto, pollution, and flood insurance premiums
R&M - Equipment	5462	5,000	Repair and maintenance of EMS equipment
R&M - Vehicles	5463	26,523	Repair and maintenance of Rescue apparatus and EMS Coordinator's vehicle
R&M - Marine Unit	5466	5,000	Reimbursable boat maintenance expenses
Uniforms	5521	8,554	Firefighter uniforms and cleaning
Fuel	5522	11,000	Estimated fuel costs based on consumption history and estimated fuel prices
Publications & Memberships	5540	2,500	State EMS license (\$20 per EMT and \$45 per paramedic); vehicle permits; ACLS,
Operating Costs		\$ 87,585	
Vehicles	5641	75,000	Replacement of 2020 Chevy Tahoe
Equipment	5649	22,500	Portion of Equipment upgrades due to Pinellas County Computer Aided Dispatch (CAD) change to Hexagon software (\$3,500 per response unit)
Capital Outlay		\$ 97,500	
Fleet Fund	5644	-	Per vehicle replacement schedule
Transfers Out		\$ -	
Total		<u>\$ 2,761,685</u>	

City of St. Pete Beach
FY 2025 Budget
Public Works: Administration

Mission:

Provide Reliable Exceptional Public Services

Programs:

The Administrative Division provides senior management and administrative support to all Department functions in the form of leading, planning, organizing, purchasing, payroll and staffing. Functional areas include administration; capital improvement program management; Fats, Oil and Grease program; maintenance of City streets, maintenance and operations of the wastewater, stormwater and reclaimed water systems; and fleet maintenance. The Division also performs the following services:

- Emergency planning, response and recovery for hurricanes, storm events, and other disasters
- Participate in the ongoing execution of the City's strategic plan
- Continue planning and analysis for coastal resiliency and sea level rise
- Management of the asset inventory and maintenance planning and programming
- Issuance of right of way permits
- Engineering coordination and cooperation with external organizations including FDOT, FDEP, MPO, Pinellas County, City of St. Petersburg, Corps of Engineers and other agencies as required
- General engineering and maintenance support for any other requirements internal or external to the organization
- Contract for and manage street resurfacing, concrete, brick and masonry repairs, shell alley maintenance, street cleaning, asphalt patching, striping, street light, traffic signal and cross walk signal maintenance and regulatory sign management
- Maintenance management of the City owned wastewater collection system, coordination of contract support as required
- Contract management for the maintenance and repair of the City owned reclaimed water distribution system
- Management of the National Pollutant Discharge Elimination Permit and stormwater retention pond certification and maintenance

Action Items:

-  Execute assigned CIP projects in the fiscal year of authorization
-  Continue to refine our standardization of infrastructure maintenance requirements
-  Continue to review and update the City infrastructure asset inventory

City of St. Pete Beach
FY 2025 Budget
Public Works: Administration

-  Continue to hire highly qualified personnel who share our values of public service
-  Develop clear training and other qualification requirements for promotion opportunities
-  Promote training and certification
-  Outfit the working divisions with the vehicles, tools, and equipment to maximize efficiency, improve safety and streamline productivity
-  Continue planning efforts for Sea Level Rise
-  Incorporate technology advancement opportunities in engineering and operations

City of St. Pete Beach

FY 2025 Budget

Public Works: Administration

Budgeted Full-time Equivalent (FTE) Positions							
Requested						FY	
Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	2025+/- (%)
Public Works Director	0.55	0.55	0.55	0.55	0.55	0.00	
City Engineer	0.35	0.35	0.35	0.35	0.35	0.00	
Operations Manager	0.55	0.55	0.55	0.55	0.55	0.00	
Engineer	0.00	0.00	0.15	0.15	0.15	0.00	
Administrative Assistant	0.55	0.55	0.55	0.55	0.55	0.00	
Mechanic	0.55	0.55	0.55	1.10	0.55	-0.55	
Automotive Parts Clerk	0.00	0.00	0.00	0.55	0.55	0.00	
Sr. Engineering Technician	0.35	0.35	0.35	0.35	0.35	0.00	
Transportation Planner	0.00	0.00	0.00	0.00	1.00	1.00	
FOG & Construction Inspector	0.15	0.15	0.00	0.00	0.15	0.15	
Fleet Manager	0.00	0.00	0.00	0.00	0.55	0.55	
GIS/OT Technician	0.00	0.00	0.00	0.00	0.00	0.00	
Total	3.05	3.05	3.05	4.15	5.30	1.15	27.7%

City of St. Pete Beach
FY 2025 Budget
Public Works: Administration

001-6101-519

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	211,455	213,562	238,800	312,000	332,850	424,500	36.1%
Allowances	5125	1,365	1,492	1,590	1,590	1,600	1,600	0.6%
Other Wages	5130	6,107	5,646	2,900	2,900	2,900	2,900	0.0%
Overtime	5140	1,011	3,137	3,000	8,700	5,000	5,000	-42.5%
FICA Tax	5210	16,483	16,852	16,500	24,800	25,465	32,476	31.0%
Retirement	5220	34,509	21,586	22,200	29,800	28,000	28,000	-6.0%
Employee Insurance	5230	14,071	12,512	17,600	32,700	36,000	36,000	10.1%
Workers Compensation	5240	537	566	14,100	12,200	10,000	10,000	-18.0%
Personnel Costs		\$ 285,538	\$ 275,353	\$ 316,690	\$ 424,690	\$ 441,815	\$ 540,476	27.3%
Planning & Engineering	5312	50,526	86,680	172,810	100,000	100,000	100,000	0.0%
Software	5330	5,366	3,962	-				
Travel & Training	5400	4,460	2,854	6,000	6,000	10,000	10,000	66.7%
Telephone	5410	11,470	9,041	10,900	10,600	11,000	11,000	3.8%
Postage	5420	12	18	50	50	500	500	900.0%
Electricity	5431	10,137	11,622	11,000	12,500	13,000	13,000	4.0%
Water & Sewer	5432	612	1,120	1,320	1,360	1,300	1,300	-4.4%
Reclaimed Water	5433	151	212	260	260	250	250	-3.8%
Solid Waste Disposal	5435	50,845	55,970	59,900	73,400	65,000	65,000	-11.4%
Insurance	5450	42,776	50,285	56,900	42,000	46,200	46,200	10.0%
Allocated Maintenance	5460	-	12,273	16,500		15,000	15,000	
Direct Maintenance	5461	13,100	7,524	9,675	7,600	10,000	10,000	31.6%
R&M - Equipment	5462	1,816	890	2,000	2,000	2,000	2,000	0.0%
R&M - Vehicles	5463	5,821	5,575	6,000	7,000	7,000	7,000	0.0%
Duplicating	5470	484	459	700	1,000	5,000	3,000	200.0%
Other Expenses	5499	1,392	671	-				
Office Supplies	5510	949	5,519	4,000	5,500	5,500	5,500	0.0%
Uniforms	5521	935	1,956	2,000	2,000	2,000	2,000	0.0%
Fuel	5522	3,010	3,035	4,700	2,500	3,500	3,500	40.0%
Small Tools	5524	-	276	-	5,000	5,000	5,000	0.0%
Operating Supplies	5529	1,369	4,832	4,000	10,000	12,000	12,000	20.0%
Publications & Memberships	5540	2,010	1,641	1,500	2,000	2,000	2,000	0.0%
Purchasing Card	5551		-	-				
Operating Costs		\$ 207,241	\$ 266,415	\$ 370,215	\$ 290,770	\$ 316,250	\$ 314,250	8.1%
Vehicles	5641	-						
Equipment	5643	10,050	9,765	10,000		25,000	25,000	
Capital Outlay		\$ 10,050	\$ 9,765	\$ 10,000	\$ -	\$ 25,000	\$ 25,000	\$ -
Fleet Fund	5644	13,829	7,743	16,818	29,886			-100.0%
Transfers Out		\$ 13,829	\$ 7,743	\$ 16,818	\$ 29,886	\$ -	\$ -	-100.0%
Total		\$ 516,658	\$ 559,276	\$ 713,723	\$ 745,346	\$ 783,065	\$ 879,726	18.0%

City of St. Pete Beach
FY 2025 Budget
Public Works: Administration

001-6101-519

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	424,500	Pay Study implementaton - added FOG - moved from CD
Allowances	5125	1,600	Public Works Director's auto allowance
Other Wages	5130	2,900	Health insurance opt-out payments
Overtime	5140	5,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	32,476	FICA contributions at 7.65% of salary
Retirement	5220	28,000	Contributions to staff retirement
Employee Insurance	5230	36,000	Aussumes 10% increase on Health, 5% other
Workers Compensat	5240	10,000	NCCI Rates for specific category on ratable payroll
Personnel Costs		\$ 540,476	
Project development task orders, typically conceptual or preliminary prior to reaching execution status in the CIP			
Planning & Engineeri	5312	100,000	
Software	5330	-	
Travel & Training	5400	10,000	Staff development and training
Telephone	5410	11,000	Internet, telephone, and cell phone service
Postage	5420	500	Routine office mail
Electricity	5431	13,000	Projected annual cost of electric service at Public Works building
Water & Sewer	5432	1,300	Projected annual cost of water and sewer service based on consumption history
Reclaimed Water	5433	250	Projected annual cost of reclaimed water service
Solid Waste Disposa	5435	65,000	Direct billing for contractual waste removal service
Insurance	5450	46,200	Allocation of property, liability, auto, pollution, and flood insurance premiums
Allocated Maintenanc	5460	15,000	Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Direct Maintenance	5461	10,000	Public Works administration building repairs
R&M - Equipment	5462	2,000	Repairs and maintenance of equipment as needed, including: computer, plotter, and engineering equipment
R&M Vehicles	5463	7,000	Repair and maintenance of vehicles assigned to division
Duplicating	5470	3,000	Routine office printing and binding; scanning of as-builts for hard copy updates
Office Supplies	5510	5,500	Routine office supplies and tablet replacement
Uniforms	5521	2,000	Uniforms for staff allocated to this division
Fuel	5522	3,500	Estimated fuel costs based on consumption history and estimated fuel prices
Small Tools	5524	5,000	
Operating Supplies	5529	12,000	Miscellaneous hardware and computer equipment
Publications & Memt	5540	2,000	International City/County Management Association, American Public Works Association publications and memberships, technical publications, and reference materials as needed
Operating Costs		\$ 314,250	
Vehicles	5641	-	
Equipment	5643	25,000	Mechanic tools and equipment

City of St. Pete Beach
FY 2025 Budget
Public Works: Administration

001-6101-519

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Capital Outlay		\$ 25,000	
Fleet Fund	5644	-	Per vehicle replacement schedule
Transfers Out		\$ -	
Total		<u>\$ 879,726</u>	

City of St. Pete Beach
FY 2025 Budget
Public Works: Streets Maintenance

Mission:

Provide Reliable Exceptional Public Services

Programs:

The Streets Maintenance Division maintains the City-owned street system including signage, asphalt and concrete streets, curbs, gutters, sidewalks, aprons and alley ways.

Action Items:

-  Perform street maintenance including pothole repair and striping
-  Repair minor concrete sidewalks, curb and gutter damage and correct trip hazards
-  Coordinate the repair of streetlights, cross walk lights and traffic signal devices
-  Implement appropriate maintenance of traffic signage and control when needed
-  Install and remove holiday banners, flags, lights and signs
-  Install and maintain appropriate pole brackets for banners, lights and signs
-  Perform shell alley maintenance
-  Coordinate for the correction of manhole cover elevations with appropriate utility owners
-  Remove dead animals from city streets and right of way

City of St. Pete Beach

FY 2025 Budget

Public Works: Streets Maintenance

Budgeted Full-time Equivalent (FTE) Positions						Request	
Position	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY 2025 +/- (FTE)	FY 2025 +/- (%)
Public Properties Crew Chief	0.00	0.00	0.00	0.00	0.00	0.00	
Streets Maintenance Worker III	0.00	1.00	1.00	1.00	1.00	0.00	
Streets Maintenance Worker II	1.00	2.00	2.00	2.00	2.00	0.00	
Streets Maintenance Worker I	2.00	0.00	0.00	0.00	1.00	1.00	
FOG & Construction Inspector	0.00	0.00	0.00	0.00	0.00	0.00	
Total	3.00	3.00	3.00	3.00	4.00	1.00	33.3%

City of St. Pete Beach
FY 2025 Budget
Public Works: Streets Maintenance

001-6103-541

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	107,923	103,309	116,300	120,000	171,500	203,900	69.9%
Other Wages	5130	51	6,980	-				
Overtime	5140	11,810	11,643	13,500	18,000	18,000	5,000	-72.2%
FICA Tax	5210	8,742	8,579	10,200	10,600	13,120	15,600	47.2%
Retirement	5220	37,032	23,211	32,400	43,800	40,000	40,000	-8.7%
Employee Insurance	5230	26,229	30,989	45,900	35,900	36,000	36,000	0.3%
Workers Compensation	5240	12,981	13,701	23,700	20,600	15,000	15,000	-27.2%
Personnel Costs		\$ 204,768	\$ 198,412	\$ 242,000	\$ 248,900	\$ 293,620	\$ 315,500	26.8%
Professional & Contractual	5310	13,335	7,505	50,000	5,000	40,000	40,000	700.0%
Travel & Training	5400	225	4,954	2,000	2,000	4,000	4,000	100.0%
Telephone	5410	2,031	1,510	1,250	1,700	1,750	1,750	2.9%
Electricity	5431	358,299	349,599	359,000	394,000	400,000	400,000	1.5%
Water & Sewer	5432	-	15,511	3,500	3,400	2,000	2,000	-41.2%
Reclaimed Water	5433	-	1,431	13,000	13,000	10,000	10,000	-23.1%
Solid Waste Disposal	5435	64,640	69,380	70,800	76,400	75,000	75,000	-1.8%
Insurance	5450	15,241	16,556	18,600	15,600	17,160	17,160	10.0%
R&M - Equipment	5462	2,583	2,736	1,500	2,500	4,000	4,000	60.0%
R&M - Vehicles	5463	28,521	7,136	20,000	20,000	20,000	15,000	-25.0%
Sidewalk & ADA Repairs	5467	-	2,058	107,000	60,000	60,000	60,000	0.0%
Concrete Repairs	5468	-	11,626	75,138	30,000	60,000	40,000	33.3%
R&M - Other	5469	121,563	21,685	11,374	11,000	11,000	11,000	0.0%
Street Signs	5471	-	13,400	10,000	10,000	15,000	15,000	50.0%
Other Expenses	5499	1,185	325	76,000				
Uniforms	5521	964	1,157	1,500	1,800	4,000	4,000	122.2%
Fuel	5522	4,024	3,933	6,700	1,400	5,000	5,000	257.1%
Small Tools	5524	1,683	1,565	2,000	2,000	15,000	10,000	400.0%
Operating Supplies	5529	46,139	36,926	37,500	37,500	37,500	37,500	0.0%
Road Materials	5530	30,871	16,928	63,000	63,000	63,000	63,000	0.0%
Shell Alleys	5535	-	2,479	102,000	10,200	10,200	10,200	0.0%
Operating Costs		\$ 691,304	\$ 588,400	\$ 1,031,862	\$ 760,500	\$ 854,610	\$ 824,610	8.4%
Vehicles	5641	19,691	65,388	-				
Equipment	5643	5,560	12,175	-	133,000	70,000	70,000	-47.4%
Capital Outlay		\$ 25,251	\$ 77,563	\$ -	\$ 133,000	\$ 70,000	\$ 70,000	-47.4%
Fleet Fund	5644	24,603	74,069	80,467	94,934	140,000	140,000	47.5%
Transfers Out		\$ 24,603	\$ 74,069	\$ 80,467	\$ 94,934	\$ 140,000	\$ 140,000	47.5%
Total		\$ 945,926	\$ 938,444	\$ 1,354,329	\$ 1,237,334	\$ 1,358,230	\$ 1,350,110	9.1%

City of St. Pete Beach
FY 2025 Budget
Public Works: Streets Maintenance

001-6103-541

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	203,900	Cost of pay study implementation - additional position here plus consistent vacancy on another
Other Wages	5130	-	
Overtime	5140	5,000	Reduction based on expectation of additional position being approved
FICA Tax	5210	15,600	FICA contributions at 7.65% of salary
Retirement	5220	40,000	Contributions to staff retirement
Employee Insurance	5230	36,000	Assume 10% increase on health, 5% on other.....affected by persistent vacancy
Workers Compensation	5240	15,000	NCCI rates applied to specific work categories for ratable payroll
Personnel Costs		\$ 315,500	
Professional & Contractual	5310	40,000	Pavement and bicycle lane striping and marking (\$35,000); City-owned traffic signal maintenance (\$5,000)
Travel & Training	5400	4,000	Staff development and training: API, APWA
Telephone	5410	1,750	Internet, telephone, and cell phone service
Electricity	5431	400,000	Projected annual cost of electric service for street lights and traffic signals
Water & Sewer	5432	2,000	Projected annual cost of water and sewer service based on consumption history
Reclaimed Water	5433	10,000	Projected annual cost of reclaimed water service
Solid Waste Disposal	5434	75,000	Direct billing for contractual waste removal service
Insurance	5450	17,160	Allocation of property, liability, auto, pollution, and flood insurance premiums
R&M - Equipment	5462	4,000	Examples include: oils, lubricants, tires, batteries, pavement saws, cement mixer maintenance, and generator maintenance
R&M - Vehicles	5463	15,000	Repair and maintenance of vehicles assigned to division, including two high maintenance vehicles: front-end loader and bucket truck
Sidewalk & ADA Repairs	5467	60,000	Sidewalk and ADA repairs throughout the City
Concrete Repairs	5468	40,000	Concrete, brick or masonry repairs throughout the City
R&M - Other	5469	11,000	Allowance for miscellaneous repairs
Street Signs	5471	15,000	Street sign replacement
Uniforms	5521	4,000	Uniforms for staff allocated to this division
Fuel	5522	5,000	Estimated fuel costs based on consumption history and estimated fuel prices
Small Tools	5524	10,000	Consumable shop tools
Operating Supplies	5529	37,500	Examples include: cement, mortar, nails, nuts, bolts, lumber, chalk, stain, sealer, plywood, wire ties, rain gear, safety vests, goggles, flash lights, barricades, cones, sand bags, swivels, fencing, metals, rivets, pipes, brackets, and signs
Road Materials	5530	63,000	Cold patches and shell
Shell Alleys	5535	10,200	Internally performed shell alley maintenance, as opposed to reconstructive work proposed in the CIP
Operating Costs		\$ 824,610	
Vehicles	5641		
Equipment	5643	70,000	Excavator
Capital Outlay		\$ 70,000	
Fleet Fund	5644	140,000	Replacing a 2010 JD 304J Small Loader, per schedule

City of St. Pete Beach

FY 2025 Budget

Public Works: Streets Maintenance

001-6103-541

Account Description	Account	FY 2025 Proposed	Line Item Description
Transfers Out			
Total		<u><u>\$ 1,350,110</u></u>	

City of St. Pete Beach
FY 2025 Budget
Library Department

Mission:

The St. Pete Beach Library contributes to the quality of life by providing the community with intellectual, recreational, civic, and cultural engagement.

Programs:

Physical Collections: The St. Pete Beach Library provides residents with access to materials to satisfy their informational and recreational needs, support educational programs, and promote lifelong learning. Membership in the Pinellas Public Library Cooperative ensures a reciprocal borrowing program among the 14 member libraries through a shared online catalog. A “Library of Things” collection has expanded to include Tonie Boxes and Tonie characters, pickleball kits, a metal detector and other items.

Digital Collections and Databases: The Library invests in shared digital materials and databases with the Cooperative as well as a selection of resources solely offered to St. Pete Beach Library cardholders. These materials and databases comprise a vast range including access to historic newspapers, genealogical information, e-books in many genres, audio and video materials, language and art learning databases, and more.

Programming: A variety of programming is offered, including preschool story time, summer reading programs; adult book discussion groups, authors’ visits, tech forums, relevant, topical presentations, special events, and thematic displays focused on Library collections and culture.

Engagement: The Library encourages civic participation via the Library Advisory Committee, the Friends of St. Pete Beach Library, and offers various volunteer opportunities.

Services: A full range of library services are available including circulation, reference assistance, reader’s advisory, access to and assistance with electronic/internet resources and technological devices; and current periodical subscriptions. The Library is open 6 days a week, year round. Visitors have access to materials and technologies and are invited to programs. The Library maintains the webpage SPBLibrary.com and participates in Facebook and Instagram, both of which are frequently updated with current information and links to useful resources.

City of St. Pete Beach
FY 2025 Budget
Library Department

Action Items:

-  Utilize partnerships and contractors to provide new programming, social events, and learning opportunities
-  Evaluate opportunities for expanded service delivery (e.g., home book delivery)
-  Continue to grow the library's electronic collection via app-based, on-demand platforms
-  Explore after-hours service options (e.g., vending machines, pick-up lockers)
-  Grow "Library of Things" collection

City of St. Pete Beach

FY 2025 Budget

Library Department

Budgeted Full-time Equivalent (FTE) Positions

Position	FY 2021	FY 2022	FY 2023	FY 2024	Request	FY 2025 +/-	FY 2025 +/-
					FY 2025	(FTE)	(%)
Library Director	1.00	1.00	1.00	1.00	1.00	0.00	
Library Administrator	0.00	0.00	0.00	0.00	0.00	0.00	
Librarian	0.00	0.00	0.00	0.00	0.00	0.00	
Librarian II	1.00	1.00	1.00	1.00	1.00	0.00	
Librarian I	1.00	1.00	1.00	1.00	1.00	0.00	
Library Assistant II	1.00	1.00	1.00	1.00	1.00	0.00	
Library Clerk	3.15	3.65	3.65	3.65	3.63	-0.02	
Library Page	0.00	0.00	0.00	0.63	0.00	-0.63	
Total	7.15	7.65	7.65	8.28	7.63	-0.65	-7.9%

City of St. Pete Beach
FY 2025 Budget
Library Department

001-5602-571

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to fy25 Change (%)
Salaries & Wages	5120	265,229	315,432	395,600	436,100	420,010	453,300	3.9%
Other Wages	5130	642	1,378	-		5,000	5,000	-
FICA Tax	5210	18,495	23,516	30,300	33,400	32,130	34,700	3.9%
Retirement	5220	69,129	46,734	56,000	67,300	60,000	60,000	-10.8%
Employee Insurance	5230	48,787	47,548	61,000	69,500	61,000	61,000	-12.2%
Workers Compensation	5240	943	995	900	760	350	350	-53.9%
Unemployment	5250	-	-	-				-
Personnel Costs		\$ 403,225	\$ 435,603	\$ 543,800	\$ 607,060	\$ 578,490	\$ 614,350	1.2%
Professional & Contractual	5310	19,734	28,727	34,000	34,000	23,000	19,200	-43.5%
Electronic Licensed Materials	5315					31,000	26,000	-
Contractual Instructors	5317	-	882	2,800	4,800	5,500	5,500	14.6%
Accounting & Auditing	5320	441	421	730	1,000	1,000	1,000	0.0%
Software	5330	5,454	4,483	7,000	7,000	10,950	10,950	56.4%
Travel & Training	5400	118	47	4,000	5,000	5,000	5,000	0.0%
Telephone	5410	7,548	5,123	5,300	3,400	3,400	3,400	0.0%
Postage	5420	21	-	300	300	300	300	0.0%
Electricity	5431	26,007	28,588	29,000	38,500	38,500	38,500	0.0%
Water & Sewer	5432	1,026	1,167	2,835	3,000	3,000	3,000	0.0%
Reclaimed Water	5433	555	1,141	1,150	1,150	1,150	1,150	0.0%
Solid Waste Disposal	5435	1,296	1,779	2,100	2,000	2,000	2,000	0.0%
Equipment Rental	5449	625	1,499	1,500	2,000	2,000	2,000	0.0%
Insurance	5450	77,888	64,806	73,500	69,000	75,900	75,900	10.0%
Allocated Maintenance	5460	-	10,452	21,230	-	-	-	-
Direct Maintenance	5461	34,669	31,181	33,675	33,675	35,000	35,000	3.9%
R&M - Equipment	5462	-	-	-		-	-	-
Duplicating	5470	448	1,223	1,500	2,500	3,000	3,000	20.0%
Promotional Activities	5489	3,273	2,217	4,500	4,500	5,500	5,500	22.2%
Employee Recognition	5497	-	-	-	-	-	-	-
Other Expenses	5499	-	1,276	-		-	-	-
Office Supplies	5510	2,691	3,888	5,000	4,000	4,000	4,000	0.0%
Uniforms	5521					5,000	5,000	-
Operating Supplies	5529	4,662	6,593	10,000	10,000	10,000	10,000	0.0%
Credit Card Processing Fees	5531	409	974	300	1,000	1,000	1,000	0.0%
Publications & Memberships	5540	741	476	900	900	1,237	1,250	38.9%
Purchasing Card	5551	-	-	-	-	-	-	-
Operating Costs		\$ 187,606	\$ 196,943	\$ 241,320	\$ 227,725	\$ 267,437	\$ 258,650	13.6%
Equipment	5649	2,670	-	-				
Books for Circulation	5660	33,224	31,284	65,000	65,000	65,000	45,000	-30.8%
Memorial Books	5662	2,049	1,752	2,800	2,800	2,800	2,800	0.0%
Capital Outlay		\$ 37,943	\$ 33,036	\$ 67,800	\$ 67,800	\$ 67,800	\$ 47,800	-29.5%
Total		\$ 628,774	\$ 665,582	\$ 852,920	\$ 902,585	\$ 913,727	\$ 920,800	2.0%

City of St. Pete Beach

FY 2025 Budget

Library Department

001-5602-571

FY 2025

Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	453,300	Pay study implementation - had Library Page funded in fy24, never filled - new Lib II filled in May24, bottom of scale
Other Wages	5130	5,000	Health Insurance Opt-out
FICA Tax	5210	34,700	FICA contributions at 7.65% of salary
Retirement	5220	60,000	Contributions to staff retirement
Employee Insurance	5230	61,000	Assuming 10% increase health, 5% others
Workers Compensation	5240	350	NCCI Rates based on specific category
Personnel Costs		\$ 614,350	
Professional & Contractual	5310	19,200	Estimated service for Kanopy (\$4,000); Hoopla (\$10,000); Newsbank (\$2,200); databases via PPLC (\$2,000); Freegal (\$2,500); Morningstar (\$2,600) Securitas (\$1584); Mailchimp (\$180)
Electronic Licensed Materials	5315	26,000	Cloud Library (\$13,000); Overdrive Marketplace (\$10,000) Ebooks via PPLC (\$8000) - new G/L requested by Director
Contractual Instructors	5317	5,500	Hired instructors to complement programming level of service
Accounting & Auditing	5320	1,000	Allocated fees for the City's annual financial audit
Software	5330	10,950	Integrated library cataloging and checkout management system (\$2,500); PC reservation/management/print station software maintenance and licensing (\$1,600); online library cataloging software (\$300); self-checkout (\$1,400); Cloud library subscription and linkage (\$1,500); Baker and Taylor subscription fee (\$1,800); RFID equipment (\$1,850)
Travel & Training	5400	5,000	Florida Library Association conference; American Library Association conference; Public Library Association conference; Florida Public Library Directors annual meeting; mileage to attend PPLC meetings and workshops; Countywide Staff Development Day
Telephone	5410	3,400	Internet and telephone service
Postage	5420	300	Routine office mail
Electricity	5431	38,500	Projected annual cost of electric service
Water & Sewer	5432	3,000	Projected annual cost of water and sewer service based on consumption history
Reclaimed Water	5433	1,150	Projected annual cost of reclaimed water service
Solid Waste Disposal	5435	2,000	Direct billing for contractual waste removal service
Equipment Rental	5449	2,000	Copier lease
Insurance	5450	75,900	Allocation of property, liability, auto, pollution, and flood insurance premiums
Allocated Maintenance	5460	-	Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Direct Maintenance	5461	35,000	Library building repairs and outsourced custodial service
Duplicating	5470	3,000	Library brochures, bookmarks, routine office printing and binding
Promotional Activities	5489	5,500	Materials for programs (e.g., refreshments, craft supplies)

City of St. Pete Beach
FY 2025 Budget
Library Department

001-5602-571

FY 2025

Account Description	Account	Proposed	Line Item Description
Office Supplies	5510	4,000	Routine office supplies
Uniforms	5521	5,000	Uniforms for staff
Operating Supplies	5529	10,000	Supplies as required for day-to-day operations of the division
Credit Card Processing Fees	5531	1,000	Fees incurred to process credit card transactions
Publications & Memberships	5540	1,250	American Library Association (\$435) ; Public Library Association (\$255); Florida Library Association (\$435); Amazon Prime (\$112)
Operating Costs		\$ 258,650	
Books for Circulation	5660	45,000	"Best sellers", new and replacement adult titles - both fiction and non-fiction, juvenile picture books, easy readers, board books, juvenile and young adult fiction and non-fiction, Florida collection, large-print, periodicals, media including DVDs, music CDs, and books on CD.
Memorial Books	5662	2,800	Bobsin Trust Collection
Capital Outlay		\$ 47,800	
Total		<u>\$ 920,800</u>	

City of St. Pete Beach
FY 2025 Budget
Parks, Recreation and Beaches

Mission:

The Parks, Recreation and Beaches Department strives to enrich the quality of life for present and future generations.

Programs:

Programs: The parks and recreation department provides a plethora of programs for all ages and abilities. There is a licensed after school program, summer camp, pickle ball, tennis, pee-wee sports, basketball leagues, physical fitness, yoga, dance, music, SilverSneakers, tae kwon do, karate, zumba, art programs, and much more. Since 2020, the classes option for some programs are both virtual and in person.

Aquatics: Water exercise instruction classes such as Aqua Zumba and Yoga, swimming lessons, scuba lessons, swim team, master swim team and much more are offered at our aquatics facility.

Special Events: Concerts in the Park, Outdoor Movies, 4th of July Fireworks, Beach Clean-Ups, Holiday Boat Parade, Trunk or Treat, Tree Lighting, Mistletoe Market, Yard Sales, Music in the Afternoons, and at our aquatics facility there is Underwater Egg Hunt, Family Fun Days.

Parks: 69 open green spaces and parks run throughout the City of St. Pete Beach. They are maintained with in-house staff and through contractual work. Amenities in the parks include: 9 tennis courts, 3 basketball courts, 3 ball fields, 5 playgrounds, 2 dog parks, 5 pavilions, 1 gazebo, and 2 boat ramps.

Beaches: Maintenance of the public beaches, sand dunes, and associated facilities including sand dune walk-overs, showers, trash containers, benches, signs, walls, piers, boat ramps, seawalls and the associated infrastructure at the Pass-a-Grille and Upham beaches and locations in parks and City owned properties throughout the City.

City of St. Pete Beach
FY 2025 Budget

Parks and Recreation: Parks Maintenance

Budgeted Full-time Equivalent (FTE) Positions						Requested	
Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	FY 2025+/- (%)
Parks and Recreation Director	0	0	0	0	0	0.00	
Operations Manager	0.00	0.00	1.00	1.00	1.00	0.00	
Parks Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	
Parks Maintenance Worker III	1.00	1.00	1.00	1.00	6.00	5.00	
Parks Maintenance Worker II	2.00	3.00	3.00	3.00	2.00	-1.00	
Parks Maintenance Worker I	1.00	0.00	0.00	0.00	0.00	0.00	
Arborist (Technician)	1.00	1.00	1.00	1.00	0.00	-1.00	
Irrigation Technician	1.00	1.00	1.00	1.00	0.00	-1.00	
Spray Technician	1.00	1.00	1.00	1.00	0.00	-1.00	
Landscape Technician	0.00	0.00	0.00	0.00	0.00	0.00	
Total	8.00	8.00	8.00	8.00	9.00	1.00	12.5%

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Parks Maintenance

001-6104-572

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	310,802	314,381	376,400	399,400	475,710	509,000	27.4%
Other Wages	5130	2,635	2,659	2,700		350	350	-
Overtime	5140	1,779	3,349	5,500	12,100	10,000	10,000	-17.4%
FICA Tax	5210	22,807	23,274	29,500	31,500	36,400	38,900	23.5%
Retirement	5220	141,090	120,754	188,300	184,200	150,000	150,000	-18.6%
Employee Insurance	5230	57,360	64,022	84,600	114,500	100,000	100,000	-12.7%
Workers Compensation	5240	5,090	5,368	26,500	23,000	12,500	12,500	-45.7%
Personnel Costs		\$ 541,563	\$ 533,807	\$ 713,500	\$ 764,700	\$ 784,960	\$ 820,750	7.3%
								-
Professional & Contractual	5310	196,714	199,853	278,340	298,900	315,000	315,000	5.4%
Travel & Training	5400	3,959	4,866	5,000	5,000	5,000	5,000	0.0%
Telephone	5410	3,567	5,033	8,700	3,700	3,500	3,500	-5.4%
Electricity	5431	13,279	22,167	15,000	21,000	22,000	22,000	4.8%
Water & Sewer	5432	78,762	72,871	62,000	33,600	50,000	50,000	48.8%
Reclaimed Water	5433	70,927	69,775	55,100	55,100	60,000	60,000	8.9%
Stormwater Assessment	5434	1,119	-	-		-	-	-
Solid Waste Disposal	5435	8,459	14,978	20,000	19,300	20,000	20,000	3.6%
Equipment Rental	5449	2,581	5,497	3,000	3,000	3,000	3,000	0.0%
Insurance	5450	32,258	7,754	8,700	7,400	8,140	8,140	10.0%
Allocated Maintenance	5460	-	3,443	1,900			-	-
Direct Maintenance	5461	68,548	50,091	70,795	48,400	49,000	49,000	1.2%
R&M - Equipment	5462	902	7,634	5,000	5,000	5,000	5,000	0.0%
R&M - Vehicles	5463	15,358	15,516	15,000	15,000	15,000	15,000	0.0%
Other Expenses	5499	11,235	2,959	-		-	-	-
Uniforms	5521	3,245	3,818	3,150	3,150	5,000	5,000	58.7%
Fuel	5522	15,333	27,269	19,200	13,600	15,000	15,000	10.3%
Small Tools	5524	2,748	2,478	3,000	3,000	3,000	3,000	0.0%
Agricultural Supplies	5527	63,998	31,720	38,510	38,510	45,000	45,000	16.9%
Aquatics Supplies	5528	7,234	10,462	10,500	10,500	10,500	10,500	0.0%
Operating Supplies	5529	39,321	64,550	40,000	40,000	40,000	40,000	0.0%
Publications/Memberships	5540	160	150	500	500	500	500	0.0%
Operating Costs		\$ 639,707	\$ 622,884	\$ 663,395	\$ 624,660	\$ 674,640	\$ 674,640	8.0%
								-
Vehicles	5641	-	-	-				-
Intangibles	5645	-	-	-				-
Equipment	5649	37,637	72,717	99,489	85,000	50,000	190,000	123.5%
Improvements	5700	-	-	-		125,000	50,000	-
Capital Outlay		\$ 37,637	\$ 72,717	\$ 99,489	\$ 85,000	\$ 175,000	\$ 240,000	182.4%
								-
Fleet Fund	5644	51,442	29,975	52,828	140,164	62,000	62,000	-55.8%
Transfers Out		\$ 51,442	\$ 29,975	\$ 52,828	\$ 140,164	\$ 62,000	\$ 62,000	-55.8%
								-
Total		\$ 1,270,349	\$ 1,259,383	\$ 1,529,212	\$ 1,614,524	\$ 1,696,600	\$ 1,797,390	11.3%

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Parks Maintenance

001-6104-572

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Salaries & Wages	5120	509,000	Pay Study implementation
Other Wages	5130	350	Health insurance opt-out payments
Overtime	5140	10,000	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	38,900	FICA contributions at 7.65% of salary
Retirement	5220	150,000	Contributions to staff retirement
Employee Insurance	5230	100,000	10% increase assumed for health, 5% other
Workers Compensation	5240	12,500	NCCI Rates for specific work categories times ratable payroll
Personnel Costs		\$ 820,750	
Contractual parks maintenance in District 3 & 4 (\$173,840); tree trimming (\$130,000); as-needed irrigation repairs (\$11,160)			
Professional & Contractual	5310	315,000	
Travel & Training	5400	5,000	Staff development and training
Telephone	5410	3,500	Staff cell phone service
Electricity	5431	22,000	Projected annual cost of electric service for parks, park shelters, park lighting, and irrigation time clocks
Water & Sewer	5432	50,000	Projected annual cost of water and sewer service based on consumption history at water fountains, restrooms, and fish cleaning tables at public parks
Reclaimed Water	5433	60,000	Projected annual cost of reclaimed water service at approximately 150 sites with associated irrigation systems in City parks, medians, rights-of-way, and facilities
Solid Waste Disposal	5435	20,000	Direct billing for contractual waste removal service, including a contingency for additional service as may be needed on holiday weekends
Equipment Rental	5449	3,000	Examples include: skid loader, trencher, lifts, roller, and auger
Insurance	5450	8,140	Allocation of property, liability, auto, pollution, and flood insurance premiums
Allocated Maintenance	5460	-	Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Direct Maintenance	5461	49,000	Repairs at park restrooms, park pavilions, park courts
Repair and maintenance of small power equipment: Toro ball field machine, John Deere 4600 tractor, Gator utility vehicle, turf spreader/sprayer, chain saws, and trimmers			
R&M - Equipment	5462	5,000	
R&M - Vehicles	5463	15,000	Repair and maintenance of vehicles assigned to division
Uniforms	5521	5,000	Uniforms for staff allocated to this division
Fuel	5522	15,000	Estimated fuel costs based on consumption history and estimated fuel prices
Small Tools	5524	3,000	Examples include: power blowers, power spreaders, hand power tools, shovels, rakes, brooms, chain saws, and hedge trimmers
Agricultural Supplies	5527	45,000	Plant, turf, and tree care/replacement
Aquatics Supplies	5528	10,500	Memorial furnishings funded by donations
Operating Supplies	5529	40,000	Irrigation supplies, park and facility accessories, hardware, picnic tables, grills, drinking fountains, and trash receptacles
Publications/Memberships	5540	500	Florida Nursery and Allied Trades Society; Florida Institute of Parks Personnel; International Society of Arboriculture
Operating Costs		\$ 674,640	
Fencing (\$5,000); as-needed playground piece replacements (\$10,000); Kybota attachment (\$5,000), Belle Vista Dock (\$30,000) Hurley Park playground equip (\$140,000)			
Equipment	5649	190,000	
Improvements	5700	50,000	Blind Pass ROW and Medians (\$50,000):
Capital Outlay		\$ 240,000	
Fleet Fund	5644	62,000	Replacing 2015 Ford F-250, per schedule
Transfers Out		\$ 62,000	
Total		\$ 1,797,390	

City of St. Pete Beach
FY 2025 Budget

Parks & Recreation: Beach Maintenance

Budgeted Full-time Equivalent (FTE) Positions						Requested	FY 2025 +/- (FTE)	FY 2025 +/- (%)
Position	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025		
Parks and Recreation Director	0.00	0.00	0.00	0.00	0.00		0.00	
Beach Manager	0.00	0.00	0.00	1.00	1.00	1.00	0.00	
Beach Maintenance Worker III	2.00	2.00	1.00	1.00	1.00	2.00	1.00	
Beach Maintenance Worker II	0.00	0.00	1.00	1.00	1.00	0.00	-1.00	
Beach Maintenance Worker I	1.00	1.00	1.00	1.00	1.00	0.00	-1.00	
Crew Chief	0.00	0.00	0.00	0.00	0.00	1.00	1.00	
Total	3.00	3.00	3.00	4.00	4.00	4.00	0.00	0.0%

City of St. Pete Beach
FY 2025 Budget
Parks & Recreation: Beach Maintenance

001-6105-572

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	91,814	95,016	167,600	201,100	254,870	251,500	25.1%
Temporary Labor	5126	3,024	2,142	-		-	-	-
Other Wages	5130	984	1,891	2,700	-	3,000	3,000	-
Overtime	5140	32,686	8,230	8,000	8,000	8,500	8,500	6.3%
FICA Tax	5210	9,210	7,836	13,200	16,000	19,500	19,200	20.0%
Retirement	5220	62,099	47,689	82,900	90,200	76,000	76,000	-15.7%
Employee Insurance	5230	29,285	20,724	38,500	62,900	55,000	55,000	-12.6%
Workers Compensation	5240	5,500	5,801	5,000	4,300	4,600	4,600	7.0%
Personnel Costs		\$ 234,602	\$ 189,329	\$ 317,900	\$ 382,500	\$ 421,470	\$ 417,800	9.2%
								-
Travel & Training	5400	520	1,924	2,000	2,000	3,000	2,500	25.0%
Waste Disposal	5435	16,979	21,420	71,300	75,300	70,000	70,000	-7.0%
Equipment Rental	5449	-	1,582	1,000	5,000	3,000	3,000	-40.0%
Facility Maintenance	5461	23,948	3,125	6,350	5,000	8,000	8,000	60.0%
R&M - Equipment	5462	11,021	9,764	15,000	15,000	15,000	15,000	0.0%
R&M - Vehicles	5463	12,759	14,523	7,500	10,000	10,000	10,000	0.0%
Buoy Maintenance	5464	5,844	5,467	5,000	10,000	15,000	15,000	50.0%
Walkovers	5465	-	9,878	30,000	30,000	25,000	25,000	-16.7%
County Park Maintenance	5472	-	-	-	-	5,000	5,000	-
Concessions Maintenance	5473	-	-	-	-			-
Emergency Beach Maintenance	5474	-	-	-	-	25,000	25,000	-
Other Expenses	5499	2,595	2,671	10,800	10,000	12,000	12,000	20.0%
Uniforms	5521	814	697	1,000	2,000	3,000	3,000	50.0%
Fuel	5522	9,569	10,166	15,100	7,500	8,000	8,000	6.7%
Small Tools	5524	1,586	173	1,000	3,000	3,000	3,000	0.0%
Operating Supplies	5529	23,658	18,119	20,000	25,000	25,000	25,000	0.0%
Publications & Memberships	5540	-	-	-				-
Purchasing Card	5551	-	-	-		-		-
Contingency	5599	-	-	-	25,000		-	-100.0%
Operating Costs		\$ 109,293	\$ 99,509	\$ 186,050	\$ 224,800	\$ 230,000	\$ 229,500	2.1%
								-
Equipment	5649	-	17,320	-	10,000	12,000	12,000	20.0%
Improvements	5650	-	-	287,000	275,000	30,000	30,000	-89.1%
Capital Outlay		\$ -	\$ 17,320	\$ 287,000	\$ 285,000	\$ 42,000	\$ 42,000	-85.3%
								-
Fleet Fund	5644	81,152	33,922	82,521	137,083	236,000	236,000	72.2%
Transfers Out		\$ 81,152	\$ 33,922	\$ 82,521	\$ 137,083	\$ 236,000	\$ 236,000	72.2%
								-
Total		\$ 425,047	\$ 340,080	\$ 873,471	\$ 1,029,383	\$ 929,470	\$ 925,300	-10.1%

City of St. Pete Beach
FY 2025 Budget
Parks & Recreation: Beach Maintenance

001-6105-572

		FY 2025	
Account Description	Account	Proposed	Line Item Description
			Cost of Pay study implementation plus /affected by proposed promotion
Salaries & Wages	5120	251,500	Crew Chief
Other Wages	5130	3,000	Health insurance opt-out payments
Overtime	5140	8,500	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	19,200	FICA contributions at 7.65% of salary
Retirement	5220	76,000	Contributions to staff retirement
Employee Insurance	5230	55,000	Assumes 10% health increase, 5% on others
Workers Compensation	5240	4,600	NCCI rates on specific work categories - applied to ratable payroll
Personnel Costs		\$ 417,800	
Travel & Training	5400	2,500	Staff training programs for CDL, MOT, OSHA in fy'24
Waste Disposal	5435	70,000	Direct billing for contractual waste removal service (\$21,300); supplemental holiday weekend service (\$50,000)
Equipment Rental	5449	3,000	Temporary tractor rentals as needed
Facility Maintenance	5461	8,000	Beach restroom repairs
R&M - Equipment	5462	15,000	Repair and maintenance of the beach tractor, beach rake, and other equipment
R&M - Vehicles	5463	10,000	Repair and maintenance of vehicles assigned to division
Buoy Maintenance	5464	15,000	As-needed buoy replacements including temporary barge rentals
Walkovers	5465	25,000	Beach walkover repair and maintenance
County Park Maintenance	5472	5,000	
Other Expenses	5499	12,000	Interlocal equipment sharing agreement with Treasure Island
Uniforms	5521	3,000	Uniforms for staff allocated to this division
Fuel	5522	8,000	Estimated fuel costs based on consumption history and estimated fuel prices
Small Tools	5524	3,000	As needed maintenance tools
Operating Supplies	5529	25,000	Materials needed for dune maintenance and trash removal, invasive species control supplies, trash cans, beach signage, fencing, and beach shower supplies
Contingency	5599	25,000	
Operating Costs		\$ 229,500	
Equipment	5649	12,000	Broyhill Dumpster
Improvements	5650	30,000	foot shower and drainage improvements (\$30,000)
Capital Outlay		\$ 42,000	
Fleet Fund	5644	236,000	Replacing 2018 Broyhill Beach Cleaner (236K)
Transfers Out		\$ 236,000	
Total		<u>\$ 925,300</u>	

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

Budgeted Full-time Equivalent (FTE) Positions

Requested

FY 2025 +/-

FY 2025 +/-

(FTE)

(%)

Position	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025 +/- (FTE)	FY 2025 +/- (%)
Chief Operating Officer/ACM	0.00	0.00	1.00	1.00	0.00	-1.00	
Parks and Recreation Director	1.00	1.00	0.00	0.00	0.00	0.00	
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00	0.00	
Recreation Leader II	1.50	1.50	1.50	1.50	2.50	1.00	
Childcare Coordinator	1.00	1.00	1.00	1.00	0.50	-0.50	
Aquatics Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	
Aquatics Facility Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	
Recreation Aide II (part-time)	2.67	2.67	2.67	2.67	0.50	-2.17	
Rec Leader I (part-time)	0.00	0.00	0.00	0.00	3.75	3.75	
Seasonal Rec Leader	1.10	1.10	1.10	1.10	0.00	-1.10	
Lifeguard (part-time)	4.80	4.80	4.80	4.80	5.56	0.76	
Facility Maintenance Worker	1.75	0.00	0.00	0.00	0.00	0.00	
Bus Driver	0.00	0.00	0.00	0.00	0.00	0.00	
Total	16.82	15.07	14.07	14.07	14.81	0.74	5.3%

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

001-6106-572

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages - Recreation	5120	361,582	351,104	415,700	450,700	450,000	419,900	-6.8%
Salaries & Wages - Aquatics	5121	216,328	239,650	199,000	221,500	200,000	193,696	-12.6%
Allowances	5125				300	300	300	0.0%
Other Wages	5130	22,348	15,038	2,700	2,600	2,600	2,600	0.0%
Overtime - Recreation	5140	3,493	8,157	2,500	2,500	4,000	4,000	60.0%
Overtime - Aquatics	5141	-	-	300	300	300	300	0.0%
FICA Tax	5210	45,037	46,003	47,600	51,900	50,000	46,900	-9.6%
Retirement	5220	52,851	56,270	31,200	28,700	35,000	35,000	22.0%
Employee Insurance	5230	58,231	63,067	64,200	66,300	72,000	72,000	8.6%
Workers Compensation	5240	18,285	19,300	25,500	22,100	20,000	20,000	-9.5%
Personnel Costs		\$ 778,155	\$ 798,589	\$ 788,700	\$ 846,900	\$ 834,200	\$ 794,696	-6.2%
Professional & Contractual	5310	54,786	72,562	33,000	44,000	45,500	45,500	3.4%
Instructors - Aquatics	5316	14,952	20,518	20,615	22,600	30,000	25,000	10.6%
Instructors - Recreation	5317	67,934	68,169	52,500	75,000	90,000	90,000	20.0%
Software	5330	18,131	260	-				-
Holiday Decorations	5399	74,813	75,977	77,500	77,500	82,000	82,000	5.8%
Travel & Training	5400	3,334	5,794	8,000	8,000	8,000	8,000	0.0%
Telephone	5410	6,713	7,316	8,100	6,600		7,000	6.1%
Postage	5420	-	-	200	200	200	200	0.0%
Electricity	5431	75,358	96,309	100,000	120,000	125,000	125,000	4.2%
Water & Sewer	5432	36,394	39,825	46,200	44,600	46,000	46,000	3.1%
Reclaimed Water	5433	2,469	2,010	4,400	4,400	4,500	4,500	2.3%
Solid Waste Disposal	5435	5,062	5,438	5,700	5,500	5,500	5,500	0.0%
Vehicle Rental	5441	-	683	-			-	-
Equipment Rental	5449	1,332	1,380	1,800	1,800	1,800	1,800	0.0%
Insurance	5450	89,267	88,720	100,200	90,000	99,000	99,000	10.0%
Allocated Maintenance	5460	-	31,850	67,600			60,000	-
Direct Maintenance	5461	111,377	55,872	82,025	81,200	85,000	85,000	4.7%
R&M - Equipment	5462	3,561	2,608	10,000	4,000	4,000	4,000	0.0%
R&M - Vehicles	5463	4,451	3,233	3,000	3,500	3,500	3,500	0.0%
Duplicating	5470	1,346	1,578	1,800	1,800	1,800	1,800	0.0%
Promotional	5489	9,402	24,662	20,000	20,000	25,000	25,000	25.0%
Other Expenses	5499	1,808	1,140	10,000	10,000	10,000	10,000	0.0%
Office Supplies	5510	3,932	2,632	4,500	4,500	5,000	5,000	11.1%
Uniforms	5521	1,524	1,347	4,000	5,000	6,000	6,000	20.0%
Fuel	5522	2,082	2,036	2,700	1,600	2,000	1,000	-37.5%
Operating Supplies - Aquatics	5528	15,459	24,800	30,000	30,000	36,000	36,000	20.0%
Operating Supplies - Recreation	5529	31,249	50,294	35,000	40,000	40,000	40,000	0.0%
Field Trip Supplies	5530	7,628	8,458	8,000	8,000	10,500	10,500	31.3%
Credit Card Processing Fees	5531	7,073	9,907	7,600	12,000	-	-	-100.0%
Camp Store - Aquatics	5532	166	-	3,000	3,000	3,000	3,000	0.0%
Camp Store - Recreation	5533	11,050	1,259	11,000	11,000	15,000	15,000	36.4%
Publications & Memberships	5540	1,818	5,178	10,000	5,000	6,200	6,200	24.0%
Special Events	5550	82,346	81,479	72,500	65,000	70,000	70,000	7.7%
Purchasing Card	5551	-	-	-			-	-
Operating Costs		\$ 746,817	\$ 793,294	\$ 840,940	\$ 805,800	\$ 860,500	\$ 921,500	14.4%

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

001-6106-572

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Vehicles	5643	-	-	-				-
Equipment	5649	46,688	21,257	75,000	-	62,000	62,000	-
Capital Outlay		\$ 46,688	\$ 21,257	\$ 75,000	\$ -	\$ 62,000	\$ 62,000	-
								-
Fleet Fund	5644	15,833	50,556	55,221	40,401	30,000	-	-100.0%
Transfers Out		\$ 15,833	\$ 50,556	\$ 55,221	\$ 40,401	\$ 30,000	\$ -	-100.0%
								-
Total		\$ 1,587,493	\$ 1,663,696	\$ 1,759,861	\$ 1,693,101	\$ 1,786,700	\$ 1,778,196	5.0%

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

001-6106-572

FY 2025			
Account Description	Account	Proposed	Line Item Description
Salaries & Wages - Recreation	5120	419,900	Pay Study Implementation - COO now ACM in CM budget
Salaries & Wages - Aquatics	5121	200,000	Pay Study Implementation - assumes full employment
Allowances	5125	300	cellphone allowance
Other Wages	5130	2,600	Health insurance opt-out payments
Overtime - Recreation	5140	4,000	Estimated annual overtime expenditures for hourly employees
Overtime - Aquatics	5141	300	Estimated annual overtime expenditures for hourly employees
FICA Tax	5210	46,900	FICA contributions at 7.65% of salary
Retirement	5220	35,000	Contributions to staff retirement
Employee Insurance	5230	72,000	10% Assumed increase for Health , 5% for other
Workers Compensation	5240	20,000	NCCI rates for specific work categories x ratable payroll
Personnel Costs		\$ 801,000	
			Summer Camp Art Instructor(\$10,000); umpires/referees and scorekeepers (\$13,000); employee drug testing (\$500); staff finger printing (\$500); Authors and Publishers (ASCAP) fees (\$500); MPLC License (\$1,000) miscellaneous; photographer, graphic designer, camp enhancements, etc (\$15,000); health department permitting (\$3,000); PCLB Fees (\$2,000)
Professional & Contractual	5310	45,500	
Instructors - Aquatics	5316	25,000	70% of gross fees collected for aquatics instruction programs
Instructors - Recreation	5317	90,000	70% of gross fees collected for contracted classes held at City facilities
Holiday Decorations	5399	82,000	City wide Ornaments and decorations (\$77,500), Park Decorations (\$4,500)
			FRPA local district workshops and yearly conferences (\$4,000); CPR certifications (\$200); CDA course (\$200); Directors credential (\$200); CDL renewals (\$300); After Care trainings (\$500); additional lifeguard training as required (\$500);
Travel & Training	5400	8,000	miscellaneous (\$2,100) in fy24
Telephone	5410	7,000	Internet and telephone service
Postage	5420	200	Routine office mail
			Projected annual cost of electric service at the Community Center Complex, Warren Webster, and Don Vista buildings
Electricity	5431	125,000	
			Projected annual cost of water and sewer service based on consumption history at the Community Center Complex,
Water & Sewer	5432	46,000	Warren Webster, and Don Vista buildings
Reclaimed Water	5433	4,500	Projected annual cost of reclaimed water service
Solid Waste Disposal	5435	5,500	Direct billing for contractual waste removal service
			Copier lease (\$1,300); lift rentals for facility maintenance (\$500)
Equipment Rental	5449	1,800	
			Allocation of property, liability, auto, and pollution insurance premiums (dropped flood insurance coverage at concession buildings in FY22)
Insurance	5450	99,000	
			Centrally allocated custodial, maintenance, and supply services managed by Facilities division
Allocated Maintenance	5460	60,000	

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

001-6106-572

		FY 2025	
Account Description	Account	Proposed	Line Item Description
Direct Maintenance	5461	85,000	Community Center Complex, Warren Webster building, and Don Vista building repairs (\$75,000); Painting Ballroom and non slip paint on walkway \$20,000
R&M - Equipment	5462	4,000	Repair and maintenance for recreation equipment, such as basketball goals, volleyball equipment, and weight room equipment
R&M - Vehicles	5463	3,500	Repair and maintenance of vehicles assigned to division
Duplicating	5470	1,800	Routine office printing and binding
Promotional	5489	25,000	Advertising: inserts (\$3,000); brochure printing (\$4,000); banners (\$1000); social media ads (\$350); flyers (\$600); events (\$8,000);); after care and summer camp (\$2,000); classifieds (\$200); program/classes (\$1,000); miscellaneous (\$4,850)
Other Expenses	5499	10,000	Departmental Master Plan
Office Supplies	5510	5,000	Routine office supplies
Uniforms	5521	6,000	Recreation staff polo shirts, summer camp and year-round staff shirts, and lifeguard swimsuits
Fuel	5522	1,000	Estimated fuel costs based on consumption history and estimated fuel prices
Operating Supplies - Aquatics	5528	36,000	Pool chemicals (\$22,000); tables/chairs (\$1,000); safety equipment (\$1,000); program equipment (\$2,000); miscellaneous (\$7,000); certification for classes offered (\$3,000)
Operating Supplies - Recreation	5529	40,000	After care supplies (\$6,000); t-shirts for summer camp (\$5,000); camp supplies (\$4,000); sports equipment (\$3,000); tables/chairs (\$5,000); trophies (\$1,500); class equipment and miscellaneous (\$15,500)
Field Trip Supplies	5530	10,500	Field trip supplies, offset by revenue recorded separately
Credit Card Processing Fees	5531	-	Fees incurred to process credit card transactions
Camp Store - Aquatics	5532	3,000	Cost of snack items purchased for resale to pool patrons
Camp Store - Recreation	5533	15,000	Cost of snack items and hot lunch for after care and summer camp
Publications & Memberships	5540	6,200	FRPA membership (\$1,500); three National Recreation and Parks Association memberships (\$700); Florida Festivals and Event Association membership (\$300); Constant Contact (\$400); Zoom (\$1800) Misc (\$1,500)
Special Events	5550	70,000	Entertainment for City events (\$22,500); July 4 fireworks (\$30,000); concession events/entertainment (\$2,500); Sound Production (\$10,000); contingency (\$5,000)
Operating Costs		\$ 921,500	
Equipment	5649	62,000	Replace fitness equipment (\$12,000); Warren Webster oven, sink and doors(\$15,000); Slide Repairs (\$10,000) Replace handicap chair lift @ pool (\$10,000) Floor Scrubber (\$15,000)
Capital Outlay		\$ 62,000	
Fleet Fund	5644	-	Replace 2017 GMC Savana - moved to fy26

City of St. Pete Beach

FY 2025 Budget

Parks and Recreation: Recreation and Aquatics

001-6106-572

Account Description	Account	FY 2025 Proposed	Line Item Description
Transfers Out		\$ -	
Total		<u>\$ 1,784,500</u>	

City of St. Pete Beach
FY 2025 Budget
Non-Departmental

9618-									
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	-	-	19,715	19,715	-	-	-	-
Personnel Costs		\$ -	\$ -	\$ 19,715	\$ 19,715	\$ -	\$ -	\$ -	-
Purchasing Card	5551	-	-	-	-	-	-	-	-
Contingency	5599	-	-	-	100,000	-	-	-	-
Operating Costs		\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	-
Transfer to Fleet Fund	5990	-	-	-	-	-	-	-	-
Transfer to Resiliency Fund	5991	-	-	786,500	786,500	750,000	650,000	650,000	-13.3%
Transfer to Multimodal Fund	5992	-	-	110,000	110,000	-	-	-	-
Transfer to Reclaimed Fund	5995	-	-	2,000,000	2,000,000	-	-	400,000	-
Transfer to Stormwater Fund	5996	-	-	-	-	-	-	300,000	-
Transfer to Building Fund	5997	-	-	-	-	-	-	-	-
Transfer to Wastewater Fund	5998	-	-	-	-	-	-	3,800,000	-
Transfer to Capital Fund	5999	4,527,649	5,550,189	4,700,400	5,880,044	6,277,407	4,439,077	6,165,000	-1.8%
Transfers Out		\$ 4,527,649	\$ 5,550,189	\$ 7,596,900	\$ 8,776,544	\$ 7,027,407	\$ 5,089,077	\$ 11,315,000	61.0%
Cost of Issuance	5734	-	-	-	-	-	-	-	-
Principal	5714	362,354	372,934	383,824	383,824	395,032	406,570	406,570	2.9%
Interest	5724	190,350	179,614	168,566	168,566	157,194	145,495	145,495	-7.4%
Debt Service		\$ 552,704	\$ 552,548	\$ 552,390	\$ 552,390	\$ 552,226	\$ 552,065	\$ 552,065	0.0%
Special Items	6000	-	-	-	-	-	-	-	-
FEMA Tracking	6001	77,998	28,007	-	-	-	-	-	-
Red Tide	6003	-	-	-	-	-	-	-	-
FEMATracking - IAN	6005	-	-	-	113,711	-	-	-	-
FEMA Tractling - Idalia	6007	-	-	-	93,065	-	-	-	-
Special Items		\$ 77,998	\$ 28,007	\$ -	\$ 206,776	\$ -	\$ -	\$ -	-
Total		\$ 5,158,351	\$ 6,130,744	\$ 8,169,005	\$ 9,655,425	\$ 7,579,633	\$ 5,641,142	\$ 11,867,065	56.6%

City of St. Pete Beach
FY 2025 Budget
Non-Departmental

9618-

Account Description	Account	FY 2024 Budget	FY 2025 Proposed	Line Item Description
Salaries & Wages	5120	-		Staff retention allowance
Personnel Costs		-		
Transfer to Resiliency Fund	5991	750,000	650,000	General Fund contributions to support the CIP
Transfer to Multimodal Fund	5992	-		General Fund contributions to support the CIP
Transfer to Reclaimed Fund	5995	-	400,000	General Fund contributions to support the CIP
Transfer to Stormwater Fund	5996	-	300,000	General Fund contributions to support the CIP
Transfer to Building Fund	5997	-		General Fund contributions to support the CIP
Transfer to Wastewater Fund	5998	-	3,800,000	General Fund contributions to support the CIP
Transfer to Capital Fund	5999	6,277,407	6,165,000	General Fund contributions to support the CIP
Transfers Out		\$ 7,027,407	\$ 11,315,000	
Principal	5714	395,032	406,570	Principal payment on police pension obligation loan
Interest	5724	157,194	145,495	Interest expense on police pension obligation loan
Debt Service		\$ 552,226	\$ 552,065	
Total		\$ 7,579,633	\$ 11,867,065	

City of St. Pete Beach
FY 2025 Budget
Building Fund

Mission:

The Building Division's mission is to protect the lives and safety of the public, preserve quality of life, and contribute to the economic development through interpretation and enforcement of the Florida Building Codes and City Ordinances. We will provide polite, prompt, and professional service for our community. We will demonstrate honesty, integrity, and fairness in all aspects of our responsibilities. We will constantly strive for excellence in our ethical conduct while performing plan review, field inspections, and permitting for all residential, commercial, and industrial construction within St. Pete Beach. The Community Development Director, who reports directly to the City Manager, oversees the division.

Programs:

Building Plan Review and Inspections: Duties include plan review of construction drawings and on-site field inspections for compliance with applicable Florida Building Codes and City Ordinances. Other inspections include seawalls, docks, and landscape. This department issues Certificate of Occupancy and Certificates of Completion. Responsible for coordinating inspection services of a private provider.

Pre-Construction and Development Meetings: Meet with developers, architects, engineers, and contractors to assist in the planning stages of future construction projects to help move forward the economic development in the community

Business Tax / Contractor Licensing: Responsible for licensing of all business operations within the City of St. Pete Beach. This includes the collection of taxes, registration, inspections of businesses and contractor registration. Other duties include the registration of businesses outside the city limits, issuance of solicitation, vehicle for hire permits and water sports permits.

Hurricane Re-Entry Passes: Issue passes for re-entry into the city after a hurricane.

Action Items:

-  Implementation of new building software which will provide more efficient customer service
-  Close out expired permits by reinstatement of fees and final inspections
-  Update inspection and building department fees
-  Update the City's Floodplain Ordinance

City of St. Pete Beach

FY 2025 Budget

Building Fund**Budgeted Full-time Equivalent (FTE) Positions**

Position						Requested	FY 2025 +/-	FY 2025 +/-
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	(FTE)	(%)	
Community Development Director	0.25	0.25	0.50	0.50	0.50	0.00		
Building Official	1.00	1.00	1.00	1.00	1.00	0.00		
Permit Administrator	0.80	1.00	1.00	1.00	1.00	0.00		
Secretary	0.00	0.00	0.00	0.00	0.00	0.00		
Building Manager	0.00	0.00	1.00	1.00	0.00	-1.00		
Deputy Building Official	1.00	1.00	0.00	1.00	1.00	0.00		
Building Inspector	1.00	1.00	2.00	2.00	2.00	0.00		
Operations Manager	0.00	0.75	0.25	0.25	0.00	-0.25		
Zoning Technician II	0.50	0.50	1.00	1.00	1.00	0.00		
Permit Technician II	1.00	2.00	2.00	3.00	3.00	0.00		
Administrative Assistant	0.00	1.00	0.00	0.00	0.00	0.00		
Code Enforcement Officers	0.00	0.00	0.30	0.30	0.20	-0.10		
Total	5.55	8.50	9.05	11.05	9.70	-1.35	-12.2%	

City of St. Pete Beach
FY 2025 Budget
Building Fund Revenue

Fund 201

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Estimate	FY25 - FY24 Change (%)
Building Permits	322.100	1,766,122	1,239,287	2,200,000	1,200,000	1,200,000	0.0%
Plan Review Fees	322.200	-	-	79,000	493,000	75,000	-84.8%
Permit Surcharge	325.200	19,262	10,717	32,000	30,000		-100.0%
Licenses and Permits		\$ 1,785,384	\$ 1,250,004	\$ 2,311,000	\$ 1,723,000	\$ 1,275,000	-26.0%
Interest Earnings	361.100	1,366	11,921	12,800	90,000	50,000	-44.4%
Interest Earnings		\$ 1,366	\$ 11,921	\$ 12,800	\$ 90,000	\$ 50,000	-44.4%
Miscellaneous	369.000	11,361	-	-			
Miscellaneous		\$ 11,361	\$ -	\$ -	\$ -	\$ -	-
Total Revenue		\$ 1,798,111	\$ 1,261,925	\$ 2,323,800	\$ 1,813,000	\$ 1,325,000	-26.9%

City of St. Pete Beach
FY 2025 Budget
Building Fund Expenditures

201-5402-524

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed	FY 24 to 25 Change (%)
Salaries & Wages	5120	301,714	458,074	654,600	837,000	800,000	800,000	-4.4%
Allowances	5125				5,100	2,500	2,500	-51.0%
Other Wages	5130	4,489	18,616	2,800	2,600	2,500	2,500	-3.8%
Overtime	5140	-	2,156	-	1,625	1,000	1,000	-38.5%
FICA Tax	5210	21,598	34,642	50,700	64,800	62,000	61,200	-5.6%
Retirement	5220	95,143	84,748	128,200	123,611	120,000	120,000	-2.9%
Employee Insurance	5230	41,498	70,290	110,600	150,971	132,800	132,800	-12.0%
Workers Compensation	5240	8,212	7,950	8,100	7,000	6,500	6,500	-7.1%
Personnel Costs		\$ 472,654	\$ 676,476	\$ 955,000	\$ 1,192,707	\$ 1,127,300	\$ 1,126,500	-5.6%
Professional & Contractual	5310	55,316	309,707	180,286	180,000	50,000	50,000	-72.2%
Accounting & Auditing	5320	488	442	1,160	2,400	1,500	1,500	-37.5%
Software	5330	11,500	12,000	87,500	87,500	50,000	20,000	-77.1%
Travel & Training	5400	240	2,958	3,500	7,500	3,500	3,500	-53.3%
Telephone	5410	6,716	6,907	7,420	8,600	7,000	7,000	-18.6%
Postage	5420	1,181	5,764	4,000	4,000	9,000	6,000	50.0%
Equipment Rental	5449	-	2,426	2,500	-	3,500	3,500	-
Insurance	5450	3,020	3,280	3,700	3,100	3,500	3,500	12.9%
R&M - Equipment	5462	-	1,940	-	-	-	-	-
R&M - Vehicles	5463	2,234	134	2,500	4,850	3,000	3,000	-38.1%
Duplicating	5470	759	1,751	2,100	2,100	2,100	2,100	0.0%
Classified Advertising	5482	-	-	750	1,100	1,100	1,100	0.0%
Office Supplies	5510	1,510	5,070	2,000	2,500	5,000	4,000	60.0%
Furnishings	5511	-	43,451	16,581	7,000	7,000	7,000	0.0%
Uniforms	5521	727	1,330	1,200	1,500	1,500	1,500	0.0%
Fuel	5522	3,219	2,192	-	900	1,000	1,000	11.1%
Small Tools	5524	65	121	1,200	1,200	1,000	1,000	-16.7%
Operating Supplies	5529	310	7,214	-	-	-	-	-
Credit Card Processing Fees	5531	82	25	1,000	-	-	-	-
Publications/Memberships	5540	2,222	4,006	2,500	4,000	4,000	4,000	0.0%
Purchasing Card	5551	-	-	-	-	-	-	-
Contingency	5599	-	-	107,112	-	-	-	-
Administration Fee	5910	88,800	88,400	182,000	194,900	203,000	203,000	4.2%
Operating Costs		\$ 178,389	\$ 499,118	\$ 609,009	\$ 513,150	\$ 356,700	\$ 322,700	-37.1%
Vehicles	5641	9,972	-	92,508	36,000			-100.0%
Equipment	5643	-	-	45,013	12,000			-100.0%
Intangible	5645	-	-	300,000	300,000			-100.0%
Capital Outlay		\$ 9,972	\$ -	\$ 437,521	\$ 348,000	\$ -	\$ -	-100.0%
Fleet Fund	5644	7,333	-	-	-	-	-	-
Transfers Out		\$ 7,333	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total		\$ 668,348	\$ 1,175,594	\$ 2,001,530	\$ 2,053,857	\$ 1,484,000	\$ 1,449,200	-29.4%

City of St. Pete Beach
FY 2025 Budget
Building Fund Expenditures

201-5402-524

Account Description	Account	FY 2025 Proposed	Line Item Description
			Pay Study implementation costs - budgeting for de-funding of one position, still undecided on outsourcing of Building Official, Deputy and 2 Inspector positions
Salaries & Wages	5120	800,000	
Allowances	5125	2,500	Cell allowance
Other Wages	5130	2,500	Health insurance opt-out benefits
Overtime	5140	1,000	As needed for field personnel
FICA Tax	5210	61,200	FICA contributions at 7.65% of salary
Retirement	5220	120,000	Contributions to staff retirement
Employee Insurance	5230	132,800	Assuming 10% increase for health, 5% other
Workers Compensation	5240	6,500	NCCI Rates for specific work categories on ratable payroll
Personnel Costs		\$ 1,126,500	
			Special Magistrate (25K) and Consulting needs (25K) If PC Agreement becomes reality, this figure will change to 500k
Professional & Contractual	5310	50,000	
Accounting & Auditing	5320	1,500	Allocated fees for the City's annual financial audit
Software	5330	20,000	iWork Bldg Permit software
			Continuing education credits; building technology courses; local seminars
Travel & Training	5400	3,500	for building officials and floodplain managers
Telephone	5410	7,000	Internet and telephone service
Postage	5420	6,000	Routine office mail
Equipment Rental	5449	3,500	Copier lease
			Allocation of property, liability, auto, pollution, and flood insurance premiums
Insurance	5450	3,500	
R&M - Vehicles	5463	3,000	Repair and maintenance of vehicles assigned to division
Duplicating	5470	2,100	Routine office printing and binding
Classified Advertising	5482	1,100	Legal notices and mailings
Office Supplies	5510	4,000	Routine office supplies
Furnishings	5511	7,000	Office workstations, desks and equipment
Uniforms	5521	1,500	Uniforms for staff allocated to this division
Fuel	5523	1,000	
Small Tools	5524	1,000	Inspection tools as needed
Credit Card Processing Fees	5531	-	Fees incurred to process credit card transactions
			Memberships including: Building Association of Florida, International Code Council, American Society of Floodplain Managers, Florida Association of Occupational Licensing Officials, and NFPA. Publications as a required component of CRS criteria
Publications/Memberships	5540	4,000	
Contingency	5599	-	Funds available to allocate for unanticipated items
			General Fund billing to recover costs relating to legislative processes, administrative oversight, legal guidance, and internal service support from finance, IT, and human resources
Administration Fee	5910	203,000	
Operating Costs		\$ 322,700	
Vehicles	5641	-	Vehicle addition due to staffing increase
Equipment	5643	-	Large format plotter/printer scanner device
Intangible	5645	-	Building administration software replacement
Capital Outlay		\$ -	
Total		<u>\$ 1,449,200</u>	

City of St. Pete Beach
FY 2025 Budget
Fleet Fund

Description:

The Fleet Fund is a special revenue fund that reports the City's vehicle replacement activity. Prior to FY 2020, vehicle replacement contributions were treated as a sinking fund within the General Fund, with self-liquidating balances rather than formal transfers to a separate fund. The Fleet Fund is the accounting mechanism by which governmental funds make contributions to plan for future vehicle replacements.

Fleet Fund Revenue

Fund 205

Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Estimate	FY25-FY24 Change (%)
Interest Earnings	361.100	163	250	4,100	29,000	50,000	72.4%
Interest Earnings		\$ 163	\$ 250	\$ 4,100	\$ 29,000	\$ 50,000	72.4%
Total Revenue		\$ 163	\$ 250	\$ 4,100	\$ 29,000	\$ 50,000	72.4%
Transfer from General Fund	381.001	-		-			
Transfer from General Fund	381.001	248,137	282,190	373,321	576,945	506,000	-12.3%
Transfer from Building Fund	381.201	7,333		-	-		
Other Financing Sources		\$ 255,470	\$ 282,190	\$ 373,321	\$ 576,945	\$ 506,000	-12.3%
Total Funding Sources		\$ 255,633	\$ 282,440	\$ 377,421	\$ 605,945	\$ 556,000	33.1%

City of St. Pete Beach
FY 2025 Budget
Fleet Fund Expenditures

205-8000-590

Description	Account	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Request	FY 2025 Proposed
Contingency	5599				-			
Community Development	5641	-	39,211		-			
Fire Suppression	5641	96,287	25,248	41,074	-			
Public Works ^{1,2}	5641	13,995	-	46,199	205,725	206,257	140,000	140,000
Parks and Recreation	5641	50,029	65,075	187,750	-	123,413	62,000	62,000
Facilities	5641	-	-	-	67,925	67,925	68,000	68,000
Beach	5641						236,000	236,000
Capital Outlay		\$ 160,311	\$ 129,534	\$ 275,023	\$ 273,650	\$ 397,595	\$ 506,000	\$ 506,000
Total		\$ 160,311	\$ 129,534	\$ 275,023	\$ 273,650	\$ 397,595	\$ 506,000	\$ 506,000

City of St. Pete Beach
FY 2025 Budget

Fleet Fund Expenditures
205-8000-590

FY 2025			
Account Description	Account	Proposed	Line Item Description
Public Works	5641	140,000	Replace JD 304J Small Loader
Parks and Recreation	5641	298,000	Replace 2018 Broyhill Beach Rake (236K)/2015 Ford F250 (62K)
Facilities	5641	68,000	Replace 2017 Ford T-350 Cargo Van
Capital Outlay		\$ 506,000	

Total

City of St. Pete Beach
FY 2025 Budget
ARPA Fund Revenue

Fund 208								
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2024 YTD	FY 2025 Estimate	FY25 - FY24 Change (%)
Other Financial Assistance	322.000	-	4,801,684	4,801,684		-	-	-
Intergovernmental		\$ -	\$ 4,801,684	\$ 4,801,684	\$ -	\$ -	\$ -	\$ -
Interest Earnings	361.100	-	11,718	-	130,000	-	-	-100.0%
Interest Earnings		\$ -	\$ 11,718	\$ -	\$ 130,000	\$ -	\$ -	-100.0%
Total Revenue		\$ -	\$ 4,813,402	\$ 4,801,684	\$ 130,000	\$ -	\$ -	

City of St. Pete Beach
FY 2025 Budget
ARPA Fund Expenditures

208-5901-599

Description	Account	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY2024 Budget	FY 2025 Proposed
Other Wages	5130	-	-	81,000	19,000	19,000	-
FICA Taxes	5210			6,197			
Personnel Costs		\$ -	\$ -	\$ 87,197	\$ 19,000	\$ 19,000	\$ -
Pump Station	5601	-	-	-	2,000,000	2,000,000	-
Boca Ciega Project	5604					1,074,504	-
Inflow & Infiltration Program	5602	-	-	-	901,684		-
Stormwater Improvements	5603	-	-	-	1,800,000	1,800,000	-
Capital Outlay		\$ -	\$ -	\$ -	\$ 4,701,684	\$ 4,874,504	\$ -
Transfer to General Fund							\$ 4,900,000
Transfer to Stormwater Fund							-
Total Transfers		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,900,000
Total		\$ -	\$ -	\$ 87,197	\$ 4,720,684	\$ 4,893,504	\$ 4,900,000

City of St. Pete Beach
FY 2025 Budget
Multimodal Fund

Description:

The Multimodal Fund reports impact fee related activity. Impact fees are intended to recover the cost of servicing new development. They are non-recurring charges imposed at the time of building permit to provide for an equitable cost sharing arrangement between new development and existing taxpayers.

The City's transportation impact fee is based on Pinellas County's multimodal impact fee code, which governs the utilization of impact fees collected from development projects. Specifically, the funds collected from multimodal impact fees are to be used for projects that improve the capacity of the surrounding mobility system – including bicycle, pedestrian, transit, and auto purposes. Funds cannot be used for maintenance purposes.

City of St. Pete Beach
FY 2025 Budget
Multimodal Fund Revenue

Fund 611							
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Estimate	FY25 - FY24 Change (%)
Impact Fees - Residential	324.310	3,219	-	251,000	251,000	251,000	0.0%
Impact Fees - Commercial	324.320	37,696	-	58,700	58,700	58,700	0.0%
Impact Fees		\$ 40,915	\$ -	\$ 309,700	\$ 309,700	\$ 309,700	0.0%
Interest Earnings	361.100	194	354	1,700	1,700	20,000	1076.5%
Interest Earnings		\$ 194	\$ 354	\$ 1,700	\$ 1,700	\$ 20,000	1076.5%
Total Revenue		\$ 41,109	\$ 354	\$ 311,400	\$ 311,400	\$ 329,700	
Transfer from General Fund	381.902	\$ -	\$ -	\$ 110,000			-
Other Financing Sources		\$ -	\$ -	\$ 110,000	\$ -	\$ -	-
Total Funding Sources		\$ 41,109	\$ 354	\$ 421,400	\$ 311,400	\$ 329,700	5.9%

City of St. Pete Beach
FY 2025 Budget
Multimodal Fund Expenditures

611-6103-541

Description	Account	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised	FY 2024 Budget	FY 2025 Proposed
Professional & Contractual	5310	-	-		-	-	
Operating Costs		\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Improvements ^{1,2}	5650	-	-		720,000	478,612	-
Capital Outlay		\$ -	\$ -	\$ -	\$ 720,000	\$ 478,612	
Total		\$ -	\$ -	\$ -	\$ 720,000	\$ 478,612	\$ -

City of St. Pete Beach
FY 2025 Budget

Multimodal Fund Expenditures

611-6103-541

Account Description	Account	FY 2024 Budget	FY 2025 Proposed	Line Item Description
Improvements	5650	478,612		
Capital Outlay				
Total		\$ 478,612		

City of St. Pete Beach
FY 2025 Budget
Capital Fund

Description:

The Capital Fund accounts for debt service and capital outlay. It is closely aligned with the Capital Improvement Plan (CIP) yet stands alone as its own self-balancing set of accounts.

Revenue sources include the City's allocated share of Penny for Pinellas sales tax proceeds, transfers in from the General Fund, and non-recurring items such as interlocal agreements and grant awards.

Expenditures include planning and engineering services required to initiate major construction projects, capital outlay identified in the CIP, and debt service.

City of St. Pete Beach
FY 2025 Budget
Capital Fund Revenue

Fund 301							
Description	Account	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2025 Estimate	FY25 - FY24 Change (%)
Penny for Pinellas	312.100	1,202,448	1,386,497	1,290,000	1,400,000	1,500,000	7.1%
Interlocal Agreement	312.101	5,731,957	533,926	-	220,000	3,500,000	1490.9%
Local Option Sales Tax		\$ 6,934,405	\$ 1,920,423	\$ 1,290,000	\$ 1,620,000	\$ 5,000,000	208.6%
County Reimbursement	337.300	67,250	-	-			
EMS Capital Reimbursement	342.401	214,055	-	-			
Federal Grants	331.200	-	-	-			
FEMA Reimbursement	331.620	-	-	-			
State Grants	334.390	50,000	-	-			
State Grant: FDOT	334.400	-	-	-			
State Grant: FDEP	334.401	-	-	-			
Local Grant: Other	337.000	-	-	-	1,425,000		0.0%
Intergovernmental		\$ 331,305	\$ -	\$ -	\$ 1,425,000	\$ -	-100.0%
Private Contributions	369.000	-	10,000		-		0.0%
Miscellaneous		\$ -	\$ 10,000	\$ -	\$ -		-
Interest Earnings	361.100	7,076	26,692	21,500	220,000	200,000	-9.1%
Interest Earnings		\$ 7,076	\$ 26,692	\$ 21,500	\$ 220,000	\$ 200,000	-9.1%
Total Revenue		\$ 7,272,786	\$ 1,957,115	\$ 1,311,500	\$ 3,265,000	\$ 5,200,000	59.3%
Transfer from General Fund	381.001	4,527,649	5,550,189	4,700,400	6,005,997	6,165,000	2.6%
Transfer from Wastewater	381.101	-	-	-			-
Transfer from Reclaimed	381.102	-	-	-			-
Transfer from Stormwater	381.103	-	-	-			-
Other Financing Sources		\$ 4,527,649	\$ 5,550,189	\$ 4,700,400	\$ 6,005,997	\$ 6,165,000	2.6%
Total Funding Sources		\$ 11,800,435	\$ 7,507,304	\$ 6,011,900	\$ 9,270,997	\$ 11,365,000	22.6%

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Schedule Summary						
	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Funding Sources:						
General Fund						-
Building Fund						-
Capital Fund (GF Transfer)	5,804,577	18,192,247	6,737,247	781,164	375,000	31,890,235
Capital Fund (Penny for Pinellas)	1,260,000	1,650,000	500,000	500,000	500,000	4,410,000
Capital Fund (Grant)		125,000				125,000
Capital Fund (Interlocal Agreement)	4,943,000		220,000			5,163,000
Resiliency Fund	652,000	3,450,000	125,000	125,000	125,000	4,477,000
Multimodal Impact Fee Fund						-
Parks Impact Fee Fund						-
Wastewater Fund	7,315,000	2,325,000	1,000,000	800,000	15,800,000	27,240,000
Reclaimed Water Fund	400,000	700,000	500,000	500,000	500,000	2,600,000
Stormwater Fund	3,173,470	500,000	1,800,000	2,000,000	2,600,000	10,073,470
Totals	\$ 23,548,047	\$ 26,942,247	\$ 10,882,247	\$ 4,706,164	\$ 19,900,000	\$ 85,978,705
Use of Funds:						
Asset Management		50,000	50,000	50,000	50,000	50,000
80th Avenue Living Shoreline		325,000				325,000
Don CeSar Boat Ramp		125,000	1,000,000			1,125,000
Pass-a-Grille Seawall Phase I & II	237,000	250,000	3,000,000			3,487,000
Dune Walkovers	260,000					260,000
Horan Docks		550,000				550,000
Seawall Improvements - 29th Ave & 36th Ave	127,000	125,000	125,000	125,000	125,000	627,000
Seawall Rehab Program - Community Center	250,000	3,000,000				
1st Avenue Fishing Pier	43,000					
Alleyway Maintenance Program	275,000	225,000	225,000	225,000	225,000	1,175,000
Street Rehabilitation Program	1,000,000	500,000	500,000	500,000	500,000	3,000,000
Gulf Way Resurfacing		3,000,000				3,000,000
Public Works Roof	300,000					300,000
Gulf Blvd Undergrounding Phase II	4,943,000	6,300,000				11,243,000
Public Works Building Improvements	150,000	600,000				750,000
Public Works Generator		550,000				550,000
Public Works Yard Expansion		325,000				325,000
Fire Station 22 Reconstruction	600,000	2,850,000	1,500,000			4,950,000
City Hall Generator		550,000				550,000
City Hall HVAC	50,000	500,000				550,000
Fire Department Apparatus Replacement	334,077	407,247	407,247	181,164		1,329,735
Community Center Pool Resurfacing	250,000					250,000
Playground Equipment	240,000	125,000	125,000	125,000		615,000
Egan Park Improvements	113,000	100,000	100,000	100,000		413,000
Lazarillo Park Improvements	202,500					
Facility Renovations	-	360,000	450,000			810,000
I&I System Improvements	800,000	800,000	800,000	800,000	800,000	4,000,000
Force Main 1 Improvements	40,000	400,000	200,000		15,000,000	15,640,000
Reclaimed System Repair and Replacement	350,000	500,000	500,000	500,000	500,000	2,350,000
Pig Ports	50,000	200,000				250,000
Air Release Valve Installation and Rehab	50,000					50,000
Don CeSar Baffle Boxes	1,000,000					1,000,000
Don CeSar Outfall Improvements Phase II	1,250,000					1,250,000
Stormwater Drainage Improvements			1,300,000	1,500,000	2,100,000	4,900,000
Pass-a-Grille Check Valves	325,000					325,000
45th Avenue Drainage Improvements	98,470	500,000	500,000	500,000	500,000	2,098,470
I.T. Innovation Fund	100,000	100,000	100,000	100,000	100,000	500,000
Electrical Utility Conversion - Gulf Winds Drive	310,000					310,000
Pump Station 1	6,050,000					6,050,000
BelleVista Baffle Boxes	500,000					500,000
Watershed Master Plan	275,000					275,000
Sewer System Cleaning/Televising	375,000	1,125,000				1,500,000
Boca Ciega Drive Rehabilitation	2,400,000					2,400,000
Gulf Winds Rehabilitation	200,000	2,500,000				2,700,000
Totals	\$ 23,548,047	\$ 26,942,247	\$ 10,882,247	\$ 4,706,164	\$ 19,900,000	\$ 85,978,705

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Asset Management

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$200,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Public Works Admin

Description:

This program will continue the process of evaluating the City's infrastructure from a life-cycle management perspective to identify long-term repair and replacement strategies, and incorporate the results into a master action plan. The FY25 program will focus on the reclaimed water system. Future efforts will include additional data collection and refinement of the City's asset data.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering						
Construction	-	-	-	-	-	-
Capital Equipment	-	50,000	50,000	50,000	50,000	200,000
Total	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	50,000	50,000	50,000	50,000	200,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

80th Avenue Living Shoreline

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$325,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Beaches

Description:

Construction of design previously completed in FY20 for the installation of a living shoreline seawall project at the eastern end of the 80th Avenue Park. The existing seawall is rated at 4 out of 9, poor condition and has a cap elevation of 3.5 feet NAVD 88 which is below the City Code elevation of 5 feet. This elevation poses a threat of flooding the Boca Ceiga neighborhood as high tides continue to increase and sea level rise advances.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	25,000	-	-	-	25,000
Construction	-	300,000	-	-	-	300,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ 325,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Resiliency Fund	-	325,000	-	-	-	325,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ 325,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Don CeSar Boat Ramp

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$1,125,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Beaches
Description:

In FY23, the City secured grant funding for an alternatives analysis and feasibility study to determine the best alternative for a boat ramp including rehabilitation of the existing boat ramp and an alternative location on Cabrillo Ave. The study is nearly completed and the time of this submission an alternative has not been selected and the grant funding window is closed. This project assumes no grant funding and a directive to begin design on the selected alternative in FY25 with construction in FY26. The current location of the Don Cesar boat ramp allows frequent high tide and storm surge flooding impacting the neighborhood and impacting vehicle movement.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering		125,000	-	-	-	125,000
Construction	-		1,000,000		-	1,000,000
Capital Equipment	-		-	-	-	-
Total	\$ -	\$ 125,000	\$ 1,000,000	\$ -	\$ -	\$ 1,125,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	125,000	1,000,000	-	-	1,125,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Resiliency Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 125,000	\$ 1,000,000	\$ -	\$ -	\$ 1,125,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Pass-a-Grille Seawall PH I & II

Priority Rank: To be determined by Finance & Budget Con
Total Cost: \$3,487,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Beaches & Coastal Facilities
Description:

Investigation during the Pass-a-Grille Way roadway reconstruction project revealed that approximately 60% of the soil under the sidewalk is compromised. Further investigation revealed that the seawall face is deteriorated and the base is being undermined by tidal movement. Work on this seawall was programmed for two phases. Phase 1, anticipated to be completed in FY 2025, replaces the most deteriorated areas of seawall, including areas between 7th Avenue and 10th Avenue and from 11th Avenue to 12th Avenue. Phase 2 is programmed to replace the remaining sections of old seawall with new, vinyl seawall sections. Grant funding for this project will be sought.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	250,000	-	-	-	250,000
Construction	237,000	-	3,000,000	-	-	3,237,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 237,000	\$ 250,000	\$ 3,000,000	\$ -	\$ -	\$ 3,487,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	237,000	125,000	3,000,000	-	-	3,362,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	125,000	-	-	-	125,000
Total	\$ -	\$ 250,000	\$ 3,000,000	\$ -	\$ -	\$ 3,487,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Dune Walkovers

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$260,000
Project Type: Infrastructure
Useful Life: 16 - 20 Years
Department/Division: Beaches
Description:

This program removes, elevates, and replaces the existing dune crossovers. Over time, the wood fibers around the decking screws deteriorate and they rise up out of the wood creating a significant safety hazard. The crossovers on 51st and 52nd Avenues are currently at 100% design. This project is for construction of both in FY25. All remaining locations at Pass-a-Grille and Upham Beaches are anticipated to be impacted by the US Army Corps of Engineers dune project and are therefore on hold, pending the results of that project design.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	260,000	-	-	-	-	260,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	260,000	-	-	-	-	260,000
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Horan Park Docks

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$550,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Beaches
Description:

This project contemplates bringing back a design concept from approximately 2013 to install floating docks along the Community Center and Horan Park. The design would evaluate connecting to a type of boardwalk/waterway trail with docks at the east end of Corey Avenue. Metering could be accomplished using similar technology as operated for public parking purposes with the intent of covering operating expenses. Staff will pursue readily available grant opportunities for this project. Concept design recommended to be incorporated into the Community Center Seawall Project in FY25.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	50,000	-	-	-	50,000
Construction	-	500,000	-	-	-	500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	550,000	-	-	-	550,000
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Seawall Improvements

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$3,877,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Beaches
Description:

The City owns and maintains 8,589 linear feet of seawalls (58 locations), many of which have failed or are significantly degraded and no longer function properly. The Seawall Master Plan, completed in April of 2022, provides a prioritized schedule of repair and replacement locations. New seawalls will be constructed at the new 5' above Mean Sea Level height requirement. The City is already one year behind the recommended maintenance, repair and replacement program recommended by the Seawall Master Plan. Recommendations for FY25 are for repair or replacement of seawalls at 50th Ave. E., 55th Ave. E., 78th Ave. E., 79th Ave. W., 79th Ave. E., 83rd Ave E. and 86th Ave. E.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	25,000	25,000	25,000	25,000	100,000
Construction	377,000	3,100,000	100,000	100,000	100,000	3,777,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 377,000	\$ 3,125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 3,877,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Resiliency Fund	377,000	3,125,000	125,000	125,000	125,000	3,877,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 3,125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 3,877,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2028 Capital Improvement Plan

Seawall Rehabilitation Program (Community Center)

Priority Rank: 2
Account: 301.0021
Account: 250.0021
Total Cost: \$1,625,000
Project Type: Resiliency
Useful Life: 20+ years
Department/Division: Public Works
Description:

The City owns and maintains 8,589 linear feet of seawalls (58 locations), many of which have failed or are significantly degraded and no longer function properly. The recently completed Seawall Master Plan provides a prioritized schedule of repair and replacement locations, with design and subsequent construction scheduled in two-year increments. New seawalls will be constructed at the new 5' above Mean Sea Level height requirement. For FY 24, the City has received a grant from Florida Resiliency Fund in the amount of \$750,000 to be matched by the City \$750,000 for the reconstruction of Community Center seawall, and design cost of \$125,000 to funded via a FEMA grant.

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Capital Outlay						
Planning/Engineering	125,000	-	-	-	-	125,000
Construction	1,500,000	-	-	-	-	1,500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 1,625,000	\$ -	\$ -	\$ -	\$ -	\$ 1,625,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Resiliency Fund	750,000	-	-	-	-	750,000
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement - State	-	-	-	-	-	-
Grant	875,000	-	-	-	-	875,000
Total	\$ 1,625,000	\$ -	\$ -	\$ -	\$ -	\$ 1,625,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	5	10.00
Employee Health & Safety	2.00	4	8.00
Regulatory Mandate	2.00	3	6.00
Frequent Problems	1.00	4	4.00
Ability to Finance	0.10	3	0.30
Cost of Project	0.10	2	0.20
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	3	4.50
Ongoing Operation Costs	1.50	3	4.50
Age or Condition of Existing	1.90	5	9.50
Public Benefit	2.00	5	10.00
Public Demand	2.10	5	10.50
Synergy with Other Projects	0.40	2	0.80
Strategic Goal	1.65	5	8.25
Comprehensive Plan Component	1.65	4	6.60
Total			83.15

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Alleyway Maintenance Program

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$1,175,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Streets
Description:

This program selects one alley annually for long-term structural and drainage improvements using a technology selected in FY21. This effort represents a new, more significant rehabilitation methodology as opposed to shell maintenances as has historically been performed.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	275,000	225,000	225,000	225,000	225,000	1,175,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 275,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,175,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	275,000	225,000	225,000	225,000	225,000	1,175,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 275,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,175,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Street Rehabilitation Program

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$3,000,000
Project Type: Infrastructure
Useful Life: 6 - 10 Years
Department/Division: Streets
Description:

Citywide street, previously paved alleyways and public parking lot asphalt, concrete and brick paving including full depth reconstruction, mill and fill, overlay, various levels of seal coating for designated areas and specified concrete and brick locations. Streets are selected using the Pavement Condition Index, which was last updated in FY 2019, with the goal of at least a 70 PCI on all City streets. Street paving is coordinated with sanitary sewer, reclaimed water, and other sub-surface utility repairs.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	1,000,000	500,000	500,000	500,000	500,000	3,000,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,000,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	1,000,000	500,000	500,000	500,000	500,000	3,000,000
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,000,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Gulf Way Resurfacing

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$3,000,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Streets
Description:

Project is at 100% design. Scope of work includes repaving of Gulf Way from 1st Avenue to 22nd Avenue, specifically aimed at resloping the roadway to promote stormwater drainage towards Pass-a-Grille Way. this project also includes new curbing, crosswalks, colored asphalt to reduce the reflective heat signature, and ADA ramps where applicable. Anticipated construction cost of \$3,000,000.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	-	3,000,000	-	-	-	3,000,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,000,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	3,000,000	-	-	-	3,000,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,000,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Public Works Roof

Priority Rank: To be determined by Finance & Budget Committee

Total Cost: \$300,000

Project Type: Infrastructure

Useful Life: 20+ Years

Department/Division: Public Works

Description:

Continuation of the design effort for the Public Works roof replacement project from FY24. Anticipated construction cost of \$300,000.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	300,000	-	-	-	-	300,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	300,000	-	-	-	-	300,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Public Works Building Improvements

Priority Rank: To be determined by Finance & Budget Committee

Total Cost: \$750,000

Project Type: Infrastructure

Useful Life: 20+ Years

Department/Division: Public Works

Description:

Facility improvements to the Public Works building to include improved work spaces for field staff, improved maintenance bay space for fleet maintenance, new locker and restroom facilities for the field staff, expanded second floor office space, renovated breakroom and kitchen area, and upgraded mechanical equipment.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	150,000	-	-	-	-	150,000
Construction	-	600,000	-	-	-	600,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 150,000	\$ 600,000	\$ -	\$ -	\$ -	\$ 750,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	150,000	-	-	-	-	150,000
Capital Fund (Penny for Pinellas)	-	600,000	-	-	-	600,000
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 150,000	\$ 600,000	\$ -	\$ -	\$ -	\$ 750,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Gulf Boulevard Undergrounding Ph 2

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$11,243,000
Project Type: Infrastructure
Useful Life: 20+ years
Department/Division: Public Works

Description:

In 2024, the City is scheduled to complete construction for the Phase 1 portion of the Gulf Boulevard Undergrounding project from 55th Avenue to 75th Avenue. Phase 2, which has been divided into two smaller phases (A and B) is designed and ready for construction. Phase 2A is ready for construction to begin in FY25 with construction completion anticipated by Winter 2026. Phase 2B is ready begin construction in FY2026 with construction completion by winter 2027. Phase 2B could be brought forward and combined with Phase 2A.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	4,943,000	6,300,000	-	-	-	11,243,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 4,943,000	\$ 6,300,000	\$ -	\$ -	\$ -	\$ 11,243,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	6,300,000	-	-	-	6,300,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	4,943,000	-	-	-	-	4,943,000
Grant	-	-	-	-	-	-
Total	\$ 4,943,000	\$ 6,300,000	\$ -	\$ -	\$ -	\$ 11,243,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Public Works Generator Power

Priority Rank: To be determined by Finance & Budget Committee

Total Cost: \$550,000

Project Type: Infrastructure

Useful Life: 20+ Years

Department/Division: Public Works

Description:

This project provides for the design and installation of an emergency backup generator for the Public Works campus.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	50,000	-	-	-	50,000
Construction	-	500,000	-	-	-	500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	550,000	-	-	-	550,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Public Works Yard Expansion

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$325,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Public Works

Description:

Continuation of the Public Works Yard Expansion project from FY24. Includes stormwater evaluation and vehicle wash down station for undercarriage wash down of the City's vehicular assets.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering		25,000	-	-	-	25,000
Construction		300,000	-	-	-	300,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ 325,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	325,000	-	-	-	325,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ 325,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Fire Station 22

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$5,550,000
Project Type: Infrastructure

Useful Life:

Department/Division:

Description:

This project includes complete demolition and reconstruction of Fire Station 22. Design services were funded in FY22, with the first phase of architectural services awarded in May 2022. Staff is currently working on the preliminary architectural design and will seek approval of any required variances in FY24 with full design in FY25.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	600,000	-	-	-	-	600,000
Construction	-	3,450,000	1,500,000	-	-	4,950,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 600,000	\$ 3,450,000	\$ 1,500,000	\$ -	\$ -	\$ 5,550,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	600,000	3,450,000	1,500,000	-	-	5,550,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 600,000	\$ 3,450,000	\$ 1,500,000	\$ -	\$ -	\$ 5,550,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

City Hall Generator

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$550,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Facilities
Description:
 This project provides for a backup generator for City Hall.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	50,000	-	-	-	50,000
Construction	-	500,000	-	-	-	500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	550,000	-	-	-	550,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000
Priority Ranking						
Criteria:	Weighting	Priority	Score			
Public Health & Safety	2.00	0	0.00			
Employee Health & Safety	2.00	0	0.00			
Regulatory Mandate	2.00	0	0.00			
Frequent Problems	1.00	0	0.00			
Ability to Finance	0.10	0	0.00			
Cost of Project	0.10	0	0.00			
Generates Revenue	0.10	0	0.00			
Generates Cost Savings	1.50	0	0.00			
Ongoing Operation Costs	1.50	0	0.00			
Age or Condition of Existing	1.90	0	0.00			
Public Benefit	2.00	0	0.00			
Public Demand	2.10	0	0.00			
Synergy with Other Projects	0.40	0	0.00			
Strategic Goal	1.65	0	0.00			
Comprehensive Plan Component	1.65	0	0.00			
Total			0.00			

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

City Hall HVAC

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$550,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Facilities
Description:

New HVAC equipment for City Hall. Design services include system evaluation to determine necessary upgrades and configuration modifications for efficiency.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	50,000	-	-	-	-	50,000
Construction	-	500,000	-	-	-	500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 550,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	50,000	500,000	-	-	-	550,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 550,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Apparatus Replacements

Priority Rank: TBD
Total Cost: \$1,549,735
Project Type: Vehicles/equipment
Useful Life: 11 - 15 years
Department/Division: Fire/EMS
Description:

This program reflects current lease obligations for Engine 22 and Fire Truck 23, as well as the following planned replacements: leased pumper truck (FY 2026, \$800,000); County-funded 2020 Ford F-550 (FY 2027, \$220,000).

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Capital Equipment	334,077	407,247	627,247	181,164	-	1,549,735
Total	\$ 334,077	\$ 407,247	\$ 627,247	\$ 181,164		\$ 1,549,735

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	334,077	407,247	407,247	181,164	-	1,329,735
Resiliency Fund	-	-	-	-	-	-
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	220,000	-	-	220,000
Grant	-	-	-	-	-	-
Total	\$ 334,077	\$ 407,247	\$ 627,247	\$ 181,164	\$ -	\$ 1,549,735

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Pool Resurfacing

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$250,000
Project Type: Infrastructure
Useful Life:
Department/Division: Recreation
Description:

First Scheduled re-surfacing of the Community Center Pool since it opened in 2007. The proposed cost is based on stonescape mini pebble surface.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	250,000	-	-	-	-	250,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	250,000	-	-	-	-	250,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Playground Equipment Replacement

Priority Rank: To be determined by Finance & Budget Committee

Total Cost: \$615,000

Project Type: Infrastructure

Useful Life:

Department/Division: Recreation

Description:

Shade structure at Horan (\$100,000 fy25), Hurley Park Playground (\$140,000 in fy25, 70k of which is pledged as a private donation; Vina Del Mar playground (\$125,000 fy26), Lazarillo playground (\$125,000 fy27) and Liso Park Playground (\$125,000 fy28)

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	240,000	125,000	125,000	125,000	-	615,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 240,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ 615,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	240,000	125,000	125,000	125,000	-	615,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 240,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ 615,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Egan Park Improvements

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$413,000
Project Type: Infrastructure
Useful Life: 16-20Years
Department/Division: Parks
Description:

Repurpose Egan Park to greenspace, reposition tennis courts, adding pickeball courts; improve small field fencing and dimensions; redesign parking, boat parking and traffic pattern; upgrade bathrooms.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	113,000	100,000	100,000	100,000	-	413,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 113,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 413,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	113,000	100,000	100,000	100,000	-	413,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 113,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 413,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2024 - FY 2028 Capital Improvement Plan

Lazarillo Park Improvements

Priority Rank: 25
Account: 301.0063
Total Cost: \$200,000
Project Type: Infrastructure
Useful Life: 20+ years
Department/Division: Parks

Description:

The intent of this program is to upgrade sports lighting at Lazarillo Park. The proposed cost is based on an FY21 quote adjusted for future price increases. This project was planned for FY 2026 but due to an electrical issue and the repair costs, it has been advanced to FY 2024.

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	200,000	-	-	-	-	200,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	200,000	-	-	-	-	200,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Resiliency Fund	-	-	-	-	-	-
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	2	4.00
Employee Health & Safety	2.00	2	4.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	3	3.00
Ability to Finance	0.10	2	0.20
Cost of Project	0.10	3	0.30
Generates Revenue	0.10	1	0.10
Generates Cost Savings	1.50	2	3.00
Ongoing Operation Costs	1.50	1	1.50
Age or Condition of Existing	1.90	3	5.70
Public Benefit	2.00	3	6.00
Public Demand	2.10	3	6.30
Synergy with Other Projects	0.40	2	0.80
Strategic Goal	1.65	1	1.65
Comprehensive Plan Component	1.65	1	1.65
Total			38.20

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Facility Renovations

Priority Rank: To be determined by Finance & Budget Committee

Total Cost: \$810,000

Project Type: Infrastructure

Useful Life:

Department/Division: Facilities

Description:

Elevator replacement at the Community Center (\$175,000), LED Lighting in Ballroom (\$30,000), furnishing replacements at outdoor restrooms (\$75,000) - all postponed for fy25

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Capital Equipment	-	360,000	450,000	-	-	810,000
Total	\$ -	\$ 360,000	\$ 450,000	\$ -	\$ -	\$ 810,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	360,000	450,000	-	-	810,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ 360,000	\$ 450,000	\$ -	\$ -	\$ 810,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Wastewater - Inflow and Infiltration Rehabilitation Program

Priority Rank: TBD
Total Cost: \$4,000,000
Project Type: Infrastructure
Useful Life: 20+ years
Department/Division: Wastewater

Description:

The sanitary sewer system consists multiple sizes of pipe, connecting through a grid of manholes to a single pump station where the flow is discharged off the island for treatment. An I&I Study completed in 2016 concluded that the majority of the collection system pipes and manholes are compromised and require a repair. Averaging the cost of repairs done over the past three years shows that the entire system will require in excess of \$16,000,000 to bring I&I flow down to acceptable industry standards.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	50,000	50,000	50,000	50,000	50,000	250,000
Construction	750,000	750,000	750,000	750,000	750,000	3,750,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,000,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Resiliency Fund	-	-	-	-	-	-
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	800,000	800,000	800,000	800,000	800,000	4,000,000
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,000,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	5	10.00
Employee Health & Safety	2.00	5	10.00
Regulatory Mandate	2.00	4	8.00
Frequent Problems	1.00	5	5.00
Ability to Finance	0.10	3	0.30
Cost of Project	0.10	3	0.30
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	3	4.50
Ongoing Operation Costs	1.50	3	4.50
Age or Condition of Existing	1.90	5	9.50
Public Benefit	2.00	5	10.00
Public Demand	2.10	4	8.40
Synergy with Other Projects	0.40	5	2.00
Strategic Goal	1.65	5	8.25
Comprehensive Plan Component	1.65	5	8.25
Total			89.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Wastewater - Force Main 1

Priority Rank: TBD
Total Cost: \$15,640,000
Project Type: Infrastructure
Useful Life: 20+ years
Department/Division: Wastewater
Description:

This project includes design and construction of sub-aqueous Force Main 1.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	40,000	400,000	200,000	-	-	640,000
Construction	-	-	-	-	15,000,000	15,000,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 40,000	\$ 400,000	\$ 200,000	\$ -	\$ 15,000,000	\$ 15,640,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Resiliency Fund	-	-	-	-	-	-
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	40,000	400,000	200,000	-	15,000,000	15,640,000
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 40,000	\$ 400,000	\$ 200,000	\$ -	\$ 15,000,000	\$ 15,640,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	5	10.00
Employee Health & Safety	2.00	3	6.00
Regulatory Mandate	2.00	2	4.00
Frequent Problems	1.00	4	4.00
Ability to Finance	0.10	2	0.20
Cost of Project	0.10	2	0.20
Generates Revenue	0.10	1	0.10
Generates Cost Savings	1.50	3	4.50
Ongoing Operation Costs	1.50	2	3.00
Age or Condition of Existing	1.90	4	7.60
Public Benefit	2.00	5	10.00
Public Demand	2.10	4	8.40
Synergy with Other Projects	0.40	4	1.60
Strategic Goal	1.65	4	6.60
Comprehensive Plan Component	1.65	4	6.60
Total			72.80

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Reclaimed System Repair & Replacement

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$2,350,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Reclaimed Water
Description:

This program replaces failing reclaimed water service lines. It is proactive in nature and seeks to minimize cost and disruption by coordinating with the City's annual street resurfacing program. The funding schedule illustrated below reflects a prioritized effort over the next three years, concurrent with the street rehabilitation program, after which time the replacements would be completed on a more reactive basis.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	350,000	500,000	500,000	500,000	500,000	2,350,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,350,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	350,000	500,000	500,000	500,000	500,000	2,350,000
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,350,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Pig Port Installation

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$250,000 **new**
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Reclaimed Water

Description:

The reclaimed water system was installed in the early 1990's. Since then infrastructure changes, development and lack of maintenance has resulted in the loss of many of the original pig ports. A pig port is used for flushing the system. This project will inspect the system and provide for the design locations and installation of pig ports on the reclaimed water system for pipe cleaning and inspection purposes. Annual pigging (flushing) prevents pipe deterioration and the accumulation of debris and sediment in the reclaimed water system and that activity is in the operating budget.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	50,000	-	-	-	-	50,000
Construction	-	200,000	-	-	-	200,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 250,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	50,000	200,000	-	-	-	250,000
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 250,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Air Release Valve Installation & Rehab

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$50,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Wastewater

Description:

The City has identified several sanitary sewer force mains that need additional air-release valves (ARVs). These valves allow harmful sewer gasses to escape from the pipe, extending the lifespan of the pipes by reducing internal corrosion of the pipes. The goal of this program is to make repairs, and install additional ARVs at strategic locations on existing mains as determined in the FY23 Air Release Valve inspection report.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	50,000	-	-	-	-	50,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	50,000	-	-	-	-	50,000
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Don CeSar Baffle Box Installations

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$1,000,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater

Description:

This project installs new baffle boxes at five outfall locations in the Don CeSar Place neighborhood: Alhambra St & W Maritana Dr, Alfonso St & W Maritana Dr, 3107 W Maritana Dr, Don Jose St & S Maritana Dr, and 37th Ave & E Maritana Dr. These outfalls were recently reconstructed to an elevation of 5' NAVD88 with Tidal Check Valves. These valves are frequently becoming clogged with trash and landscape debris that enters the storm system. The baffle boxes will filter out any foreign material to increase the effectiveness of the tidal check valves. The valves will also be relocated away from the seawall face and into vaults to promote ease of maintenance and to minimize an environment conducive to marine growth.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	1,000,000	-	-	-	-	1,000,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	1,000,000	-	-	-	-	1,000,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Don CeSar Outfall Improvements Ph II

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$1,250,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater
Description:

This project installs new seawalls, baffle boxes, and tidal check valves at three outfall locations in the Don CeSar Place neighborhood: W Debazan Ave & S Maritana Dr, S Debazan Ave & E Maritana Dr, and 3500 E Maritana Dr. These three outfalls are the last outfalls in this neighborhood in need of rehabilitation. Scope of work includes elevating City owned seawalls to 5' NAVD88, installing vaulted tidal check valves and baffle boxes.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	1,250,000	-	-	-	-	1,250,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	1,250,000	-	-	-	-	1,250,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Stormwater - Drainage Improvements

Priority Rank: TBD #14 in fy24
Total Cost: \$4,900,000
Project Type: Resiliency
Useful Life: 20+ years
Department/Division: Stormwater

Description:

Ongoing design, repairs, replacement, and improvements to the City's stormwater infrastructure including pipe, outfalls, and detention/retention basins, and water quality improvements. This program also funds local stormwater flood reduction projects and Sea Level Rise mitigation and adaptation. City staff will pursue funding arrangements with SWFWMD and other agencies for financial assistance. Planned projects include Hermosita, FY 27; Vina Del Mar Blvd: FY28; 23rd & Sunset: FY29.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	100,000	100,000	100,000	300,000
Construction		-	1,200,000	1,400,000	2,000,000	4,600,000
Capital Equipment	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 1,300,000	\$ 1,500,000	\$ 2,100,000	\$ 4,900,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Building Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Resiliency Fund	-	-	-	-	-	-
Multimodal Impact Fee Fund	-	-	-	-	-	-
Parks Impact Fee Fund	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds		-	1,300,000	1,500,000	2,100,000	4,900,000
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 1,300,000	\$ 1,500,000	\$ 2,100,000	\$ 4,900,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Pass-a-Grille Way Tide Check Valve Replacements

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$325,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater
Description:

During the road rehabilitation project in 2016/2017 tide check vavles were installed in the stormwater outfall pipes. Over the years they have not been maintained due to the difficulty of access and have been observed to be failing during high tides resulting in water flowing up through the pipe system and flooding the streets and properties along PAGW. This project will retrofit the outfall pipes by installing a specially designed tide check maintenance vault. Proper maintenance combined with the existing baffle boxes to divert debris that can jam the valve flap open will reduce the incidences of failure. This is a significant improvement to prevent street flooding but is nothing can be a total guarentee against failure. Installation is in the street ends of 22nd Ave, 27th Ave, 28th Ave, 29th Ave and 30th Ave.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	75,000	-	-	-	-	75,000
Construction	250,000	-	-	-	-	250,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	325,000	-	-	-	-	325,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

45th Avenue Drainage Improvements

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$2,098,470
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater

Description:

Part of ongoing design, repairs, replacement, and improvements to the City's stormwater infrastructure including pipe, outfalls, and detention/retention basins, and water quality improvements. This project installs a new stormwater pump station to service stormwater basin 6H, which covers the area from Lido Dr to Plaza Way along Lido Dr and 45th Ave.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	98,470	-	-	-	-	98,470
Construction	-	500,000	500,000	500,000	500,000	2,000,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 98,470	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,098,470
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	98,470	500,000	500,000	500,000	500,000	2,098,470
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 98,470	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,098,470

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Information Technology Innovation Fund

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$500,000
Project Type: Innovation
Useful Life: 1-5 years
Department/Division: Administration

Description:

Allowance for various technological improvements throughout the City to help improve efficiency and prioritize the city's commitment to research and development. Use of the funds to be determined by the Information Technology Director, within Procurement guidelines and with appropriate approvals.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Capital Equipment	100,000	100,000	100,000	100,000	100,000	500,000
Total	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	100,000	100,000	100,000	100,000	100,000	500,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Belle Vista Baffle Box Installations

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$500,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater
Description:

This project installs new baffle boxes at two outfall locations in the Belle Vista neighborhood: 41st Ave & Belle Vista Dr and E Belle Vista Dr & Belle Vista Dr. These stormwater systems at these two locations were recently reconstructed with Tidal Check Valves. These valves are frequently becoming clogged with trash and landscape debris that enters the storm system. The baffle boxes will filter out any foreign material to increase the effectiveness of the tidal check valves. The valves will also be relocated away from the seawall face and into vaults to promote ease of maintenance and minimize an environment conducive to maring growth.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	-	-	-	-	-	-
Construction	500,000	-	-	-	-	500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	500,000	-	-	-	-	500,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Watershed Management Master Plan Development

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$275,000
Project Type: Resiliency
Useful Life: 20+ Years
Department/Division: Stormwater

Description:

This Watershed Management Master Plan (WMMP), will replace the City's existing Stormwater Master Plan and is a requirement in the City's proposed Comprehensive Plan amendment, will identify resiliency measures to mitigate for the impacts of sea level rise to City. With some localized areas under elevation 2.0 feet (NAVD88), mean sea level projections over the next several decades would result in drastic impacts to quality of life within the community. Project also includes private seawall elevations survey. SWFWMD grant funding has been secured for this effort.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	275,000		-	-	-	275,000
Construction	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-
Total	\$ 275,000		\$ -	\$ -	\$ -	\$ 275,000
Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -		\$ -	\$ -	\$ -	\$ 275,000
Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Resiliency Fund	275,000					275,000
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Sanitary Sewer Cleaning & Televising

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$1,500,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Wastewater
Description:

The City's sanitary sewer system was last cleaned and inspected in FY16. This process should be performed every 5-7 years according to industry standards. This program will provide the City with updated video of each pipe within the City, along with a list of defects in each pipe. This data will then be utilized to prioritize the City's Inflow & Infiltration program to target the pipes with the greatest inflow for repair or lining.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	375,000	-	-	-	-	375,000
Construction		1,125,000	-	-	-	1,125,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 375,000	\$ 1,125,000	\$ -	\$ -	\$ -	\$ 1,500,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	-	-	-	-	-	-
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	375,000	1,125,000	-	-	-	1,500,000
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 375,000	\$ 1,125,000	\$ -	\$ -	\$ -	\$ 1,500,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Boca Ciega Drive Rehabilitation

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$2,400,000
Project Type: Infrastructure
Useful Life: 20+ Years
Department/Division: Streets

Description:

Project on hold for redesign in FY25. Anticipated redesign costs of potentially up to or over \$200,000 depending on the design alternative selected. Anticipated construction costs of \$6,000,000. Project is partially funded by a grant from FDOT in the amount of \$1,500,000. Grant is not likely to be re-awarded to the City, because of the change in scope and timing. Re-applying is unknown but a possibility. Re-design occurring in fy24 from existing funds.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering		-	-	-	-	-
Construction	2,400,000			-	-	2,400,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 2,400,000	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000

Operational Impact

Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources

General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	2,400,000			-	-	2,400,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 2,400,000	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000

Priority Ranking

Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

City of St. Pete Beach
FY 2025 - FY 2029 Capital Improvement Plan

Gulf Winds Drive Rehabilitation

Priority Rank: To be determined by Finance & Budget Committee
Total Cost: \$2,700,000
Project Type: Infrastructure
Useful Life: 6 - 10 Years
Department/Division: Streets
Description:

Project on hold pending public comment. Construction costs is approximately \$6,000,000. Any potential redesign could cost up to or over \$200,000.

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Capital Outlay						
Planning/Engineering	200,000	-	-	-	-	200,000
Construction	-	2,500,000	-	-	-	2,500,000
Capital Equipment	-	-	-	-	-	-
Total	\$ 200,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 2,700,000

Operational Impact						
Personnel Costs	-	-	-	-	-	-
Operating Costs	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources						
General Fund	-	-	-	-	-	-
Capital Fund (GF Transfer)	200,000	2,500,000	-	-	-	2,700,000
Capital Fund (Penny for Pinellas)	-	-	-	-	-	-
Wastewater Fund	-	-	-	-	-	-
Reclaimed Water Fund	-	-	-	-	-	-
Stormwater Fund	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Interlocal Agreement	-	-	-	-	-	-
Grant	-	-	-	-	-	-
Total	\$ 200,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 2,700,000

Priority Ranking			
Criteria:	Weighting	Priority	Score
Public Health & Safety	2.00	0	0.00
Employee Health & Safety	2.00	0	0.00
Regulatory Mandate	2.00	0	0.00
Frequent Problems	1.00	0	0.00
Ability to Finance	0.10	0	0.00
Cost of Project	0.10	0	0.00
Generates Revenue	0.10	0	0.00
Generates Cost Savings	1.50	0	0.00
Ongoing Operation Costs	1.50	0	0.00
Age or Condition of Existing	1.90	0	0.00
Public Benefit	2.00	0	0.00
Public Demand	2.10	0	0.00
Synergy with Other Projects	0.40	0	0.00
Strategic Goal	1.65	0	0.00
Comprehensive Plan Component	1.65	0	0.00
Total			0.00

CITY OF ST PETE BEACH

Business Impact Estimate

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA ADOPTING THE BUDGET FOR FISCAL YEAR 2025, BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; 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.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of St Pete Beach is of the view that a business impact estimate is not required by state law¹ for the proposed St Pete Beach ordinance, but the City of St Pete Beach is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City St Pete Beach hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The ordinance satisfies a legal requirement to adopt an annual budget.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St Pete Beach, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City of St Pete Beach's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

The fiscal year 2025 budget as presented provides for funding sources, including revenues and transfers in, totaling \$65,089,945 and funding uses, including expenditures and transfers out, totaling \$72,529,972. The difference of \$7,440,026 represents existing fund balance and net position available for use to balance the budget (total sources equal total uses, inclusive of available budgeted reserve).

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The ordinance to adopt the annual budget for fiscal year 2025 has no direct financial impact to businesses within the City.

4. Additional information the governing body deems useful (if any):

None.



September 04, 2024

The City of St. Pete Beach, Florida is looking for an Attorney to work as a consultant while the City secures a permanent Law Firm as the Attorney through our RFQ process. This would be an interim position lasting approximately (3) three months and no longer than (6) six months. This individual would act as the Attorney of record for the City during this time.

The City would require a minimum of 7 years of public legal experience with a coastal city/municipality within Florida and be currently licensed in the State of Florida. This position would work closely with the City Commission, City Manager and assist with other departments within the City.

Hours per month (including all City activities) would be approximately 275.

All submittals should be received by: September 18, 2024 by 4:30 PM.

Please submit your Letters of Interest to:

John K. Taylor
Procurement Manager
jtaylor@stpetebeach.org
155 Corey Aveune
St. Pete Beach, FL 33712
727-363-9279

RALF BROOKES

Board Certified in City County and Local Government Law by The Florida Bar



Ralf G. Brookes, Attorney. 1998-present. Local government law practice - Representing local governments, public and private sector clients, public interest groups and not-for-profit organizations. Prepare and present to local government councils, commissions and boards, review and file applications, litigate approvals and denials, prepare and defend ordinances, land development regulations, comprehensive plan amendments, settlements, development agreements, administrative proceedings on local, state and federal agency permits, approvals, challenges and appeals in state and federal courts, state agencies, counties and municipalities.

CITY ATTORNEY LOCAL GOVT EXPERIENCE:

- **Assistant City Attorney – City of Naples, Fla** (August 2024 to present): hourly contract basis
- **Interim City Attorney – City of Naples, Fla** 2023-2024 (pop. 20,000): hourly contract basis
- **City Attorney (of counsel) for City of Naples Vose Law Firm** (pop. 20,000), 2020 to 2023
- **Captiva Erosion Prevention [Special] District**, 2020 to present (1,150 unit; 500 perm. residents)
- **Town Attorney, Kenneth City, Florida** 2023 to present (population 5,000)
- **Town of Yankeetown, Florida**, City Attorney 2006 – 2022 (Levy County, population 760)
- **City of Madeira Beach, Florida** City Attorney 2017-2020 (Pinellas County, population 4,406)
- **City of St Pete Beach, Florida** City Attorney 2007-2008 (Pinellas County, population 10,086)
- **City of Bradenton Beach Florida**, 2004 – 2009 (Manatee County, population 1,536)

As City/Town Attorney: Meet with and advise City Manager and Departments; Municipal Law; Contracts, RFQs/RFPs; Disputes, Litigation, Comprehensive Plan Amendments, Land Development Code Amendments and review of development application, variances, planned developments, development agreements; legislation, ordinances, audits, sunshine law, public records law; grants, government and public works projects.

COUNTY ATTORNEY EXPERIENCE:

- **Monroe County (the “Florida Keys”) - Land Use Litigation Counsel** (1992-1998) Representing Monroe County Florida in land use litigation in state and federal courts, serve as counsel for Growth Management Division, counsel for Planning Department, Planning Commission and Code Enforcement; prepared and defended vacation rental ordinance, noise ordinances, resolutions and land development regulations, development agreements, comprehensive plan amendments, defended Monroe County in state and federal court.
- **Sarasota County Assistant County Attorney** (1990 – 1992) Advise County Attorney, Board of County Commissioners of Sarasota County; Planning Commission, Planning, Natural Resources, Code Enforcement, Solid Waste Departments, interagency and interlocal agreements; Pollution Control

LAW FIRM EXPERIENCE:

- **Fine Jacobson Schwartz Nash Block & England** (1988-1990) Miami, Tallahassee; Land Use

EDUCATION:

University of Florida –Law School Gainesville, Florida, Juris Doctorate (J.D. 1988)

- Jessup’s Cup Moot Court Team;
- UF Law Center for Governmental Responsibility Fellowship

University of Miami - Bachelor Science Degree, Marine Sciences & Geology, Coral Gables, (B.S. 1985)

University of Florida Law School – Conservation Clinic and Env and Land Use Law Program,
Practitioner in Residence 2013 under direction of Professors Ankersen and Hamann 2013

Florida Gulf Coast University (FGCU) - Adjunct Professor Env Law from 2005 – 2014
Environmental & Land Use Law Masters of Public Administration Program PAD 5620.

PROFESSIONAL:

Board Certified: City, County and Local Government Law by The Florida Bar – **2004 to date**
Admitted to Florida Bar – 1988 (Over 22+ years as member in good standing)

Florida Federal Courts: Admitted Middle District Fla., Southern District Fla., Northern District Florida

Florida State Courts: Admitted all state circuits, all appellate district courts, Florida Supreme Court

The Florida Bar, Sections and Committees:

- **City, County and Local Government Law Section**, 200 - present, current member/presenter
- **Environmental and Land Use Law Section**, Executive Council, 1993-2001, current member
- **Administrative Law Section** Executive Council, 1991- 1999 current member

Florida League of Cities:

- **Florida Municipal Attorney's Association** Member and CLE presenter
- **Florida Municipal Attorney's Association** Speaker Noise Ordinances; Land Use/Zoning

The Florida Chamber of Commerce,

- Growth Management Short Course
- Environmental Permitting Short Course

The Florida Bar, Continuing Legal Education (CLE) Programs

- City, County and Local Government Section of the Florida Bar
- Environmental and Land Use Law Section of the Florida Bar
- Administrative Law Section of the Florida Bar
- University of Florida Law program, speaker and guest lecturer

Continuing Legal Education, CLE-International Programs,

- Dealing With Government
- Litigating Land Use and Takings Claims
- Defending Local Government Land Use Denials
- Regulatory Takings under the U.S. and Florida Constitution
- Wetlands Regulations

Southwest Florida Chamber of Commerce “Issues 08” Southwest Florida Legislative Delegation

A Sustainable Southwest Florida: Creating a Vision. Participant City Attorney



Board Certified in City County and Local Government Law by The Florida Bar

RALF BROOKES, ATTORNEY

RETAINER & LEGAL REPRESENTATION AGREEMENT

Dear Client:

ISSUE/CASE:

I have discussed your case with the client/representative who warrants that all information provided to the Attorney about your case is true to the best of their knowledge. Based on these representations and discussions you have agreed to retain me to provide legal services and assistance with regard to:_____.

FEES and COSTS:

For public interest/small business cases involving government, land use and environmental issues, my firm charges a discounted legal fee of **\$250 per hour**, plus any costs such as filing fees, mileage, hotel, court reporters, copies, postage, and expenses. We will bill you approximately monthly, or more or less frequently, depending on the amount of work that was done on your case during that period of time. At this point in the case it is difficult to estimate the amount of time (= *fees*) and expenses (= *costs*) that will be necessary to represent you in this case. I will provide you with electronic copies of documents filed in your case by email whenever possible rather than by USMail.

GETTING STARTED:

I have included a copy of this letter for you to review, sign and return to me. Return and receipt of this retainer agreement along with the required retainer and that will be my indication and go ahead from you to get started on your case. To get started on your case, please complete the following: please sign the bottom of this retainer agreement letter; and fill in the billing email address contact where you wish to be invoiced, send copies of this signed representation agreement by email to RalfBrookes@Gmail.com and Ralf@RalfBrookesAttorney.com or fax 1(866)341-6086.

AGREEMENT TO REPRESENTATION & PAYMENT TERMS:

I have read this letter and consent to representation and payment:

1. **Name Organization** (*if applicable*): _____

By:_____Print:_____ Date:_____

Billing Email Address: _____

2. **Individual/Owner** _____(signature)

Print Name: _____ Date:_____

EMAIL:_____PHONE:_____

[ATTACH ADDITIONAL SHEETS IF NEEDED]

LETTER OF INTEREST FOR
INTERIM CITY ATTORNEY SERVICES
FOR
CITY OF ST. PETE BEACH, FLORIDA

BY



Lead Attorneys: Ralf Brookes, Esq.[†]
Wade C. Vose, Esq.^{†‡}
Gretchen R. H. "Becky" Vose, Esq.[‡]
Nancy Ann M. Stuparich

[†] Ralf Brookes and Wade Vose –
Board Certified in City, County
and Local Government Law

Addresses: 324 W. Morse Blvd.
Winter Park, Florida 32789
and
6063 Timberwood Cir. #301
Fort Myers, FL 33908



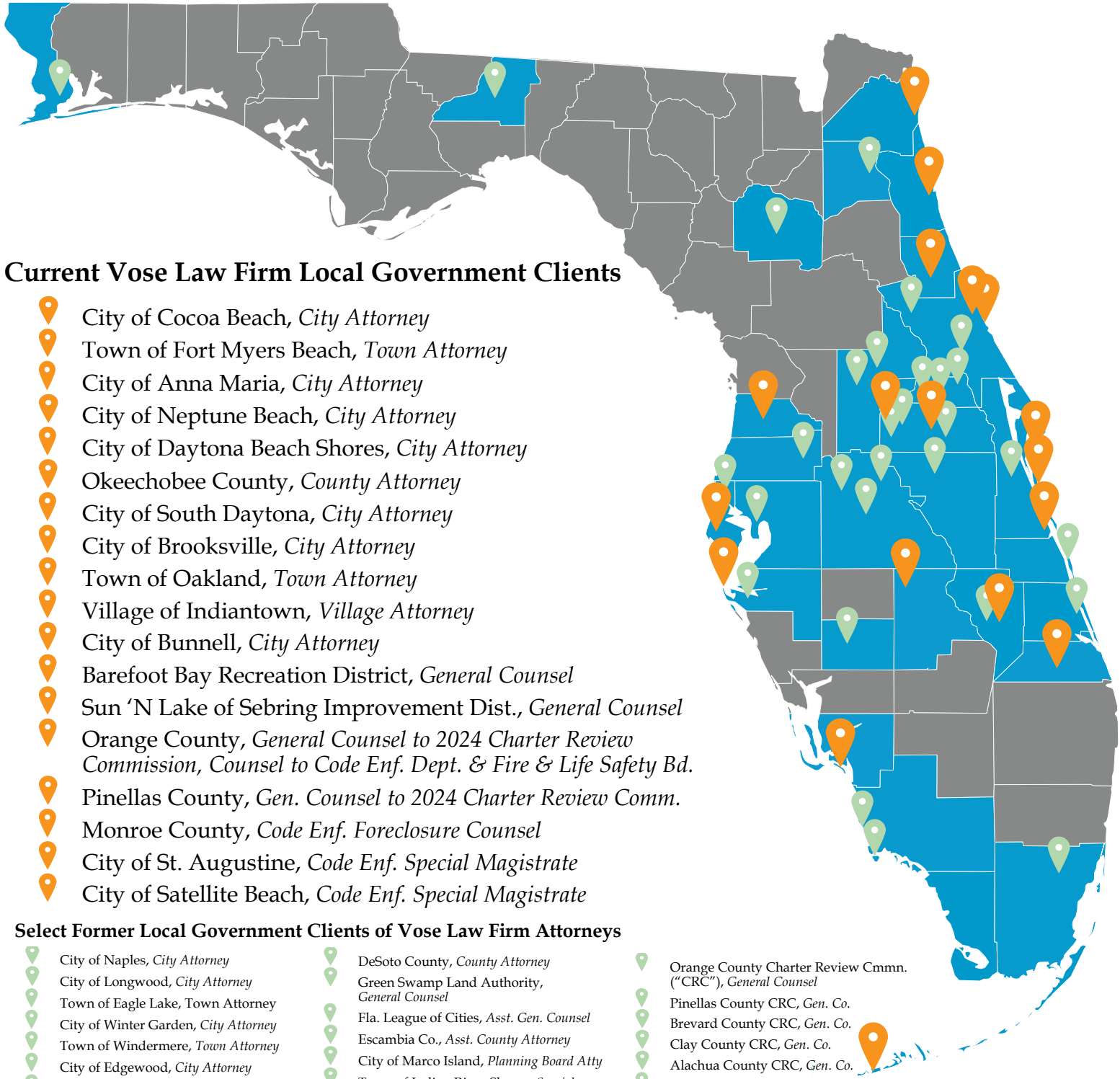
Contact Info: Wade C. Vose, Esq.^{†‡}
321-299-2289
wvose@voselaw.com

[‡] Wade Vose and Becky Vose –
Rated AV Preeminent by Martindale-Hubbell

Due Date: September 18, 2024, 4:30 P.M.



Current & Former Local Government Clients



Current Vose Law Firm Local Government Clients

- City of Cocoa Beach, *City Attorney*
- Town of Fort Myers Beach, *Town Attorney*
- City of Anna Maria, *City Attorney*
- City of Neptune Beach, *City Attorney*
- City of Daytona Beach Shores, *City Attorney*
- Okeechobee County, *County Attorney*
- City of South Daytona, *City Attorney*
- City of Brooksville, *City Attorney*
- Town of Oakland, *Town Attorney*
- Village of Indiantown, *Village Attorney*
- City of Bunnell, *City Attorney*
- Barefoot Bay Recreation District, *General Counsel*
- Sun 'N Lake of Sebring Improvement Dist., *General Counsel*
- Orange County, *General Counsel to 2024 Charter Review Commission, Counsel to Code Enf. Dept. & Fire & Life Safety Bd.*
- Pinellas County, *Gen. Counsel to 2024 Charter Review Comm.*
- Monroe County, *Code Enf. Foreclosure Counsel*
- City of St. Augustine, *Code Enf. Special Magistrate*
- City of Satellite Beach, *Code Enf. Special Magistrate*

Select Former Local Government Clients of Vose Law Firm Attorneys

- | | | |
|---|--|--|
| City of Naples, <i>City Attorney</i> | DeSoto County, <i>County Attorney</i> | Orange County Charter Review Cmmn. ("CRC"), <i>General Counsel</i> |
| City of Longwood, <i>City Attorney</i> | Green Swamp Land Authority, <i>General Counsel</i> | Pinellas County CRC, <i>Gen. Co.</i> |
| Town of Eagle Lake, <i>Town Attorney</i> | Fla. League of Cities, <i>Asst. Gen. Counsel</i> | Brevard County CRC, <i>Gen. Co.</i> |
| City of Winter Garden, <i>City Attorney</i> | Escambia Co., <i>Asst. County Attorney</i> | Clay County CRC, <i>Gen. Co.</i> |
| Town of Windermere, <i>Town Attorney</i> | City of Marco Island, <i>Planning Board Atty</i> | Alachua County CRC, <i>Gen. Co.</i> |
| City of Edgewood, <i>City Attorney</i> | Town of Indian River Shores, <i>Special Land Use Counsel</i> | N. Lake County Hospital Board of Trustees, <i>General Counsel</i> |
| City of St. Cloud, <i>City Attorney</i> | City of Miami Lakes, <i>Asst. City Attorney</i> | City of Bradenton, <i>Charter Review Counsel</i> |
| Town of Pierson, <i>Town Attorney</i> | Lake County, <i>Land Use Special Magistrate</i> | Lake County, <i>VAB Magistrate</i> |
| City of Deltona, <i>City Attorney</i> | Sem. Co. Tax Coll., <i>Outside Counsel</i> | Hillsborough Co., <i>VAB Magistrate</i> |
| City of Dade City, <i>City Attorney</i> | City of Ft. Pierce, <i>Special Invest. Counsel</i> | |
| Sem. Co. Supv. of Elect., <i>Gen. Counsel</i> | | |

Proposal for Interim City Attorney Services
City of St. Pete Beach, Florida

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VOSE LAW FIRM LLP
ATTORNEYS & COUNSELORS AT LAW

September 18, 2024

City Commission, City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, FL 33712

Re: Letter of Interest for Interim City Attorney Services for the City of St. Pete Beach, Florida

Dear Mayor Petrila, Vice Mayor Moholland, and Commissioners Marriott, Robinson, and Rzewnicki:

It is with pleasure that Vose Law Firm LLP submits this letter of interest to provide Interim City Attorney Services for the City of St. Pete Beach, Florida.

The Vose Law Firm is a statewide local government law firm with offices in Winter Park, Fort Myers, and Cocoa Beach. **We have particular expertise in representing coastal municipalities, and our attorneys are currently the city/town attorneys for Cocoa Beach, Fort Myers Beach, Daytona Beach Shores, Anna Maria, Neptune Beach, South Daytona, and Yankeetown, and one of the City Attorneys for Naples.** We are also currently the city attorney for the cities of Brooksville and Bunnell, Village Attorney for the Village of Indiantown (Florida's newest municipality), Town Attorney for the Town of Oakland, and County Attorney for Okeechobee County. We also provide significant legal services to Monroe County (the "Florida Keys"), Pinellas County, and Orange County.

We propose that Vose Law Firm LLP would be named the City Attorney of St. Pete Beach, with **Ralf Brooks, Wade Vose, Becky Vose, and Nancy Stuparich**, as the lead attorneys for St. Pete Beach. These lead attorneys are the most experienced of all the attorneys of our firm and they each have extensive experience representing coastal communities. All four of these lead attorneys dramatically exceed the requirements set forth in the request for letters of interest, and they collectively have over 130 years of experience representing local governments. Our attorneys have provided legal counsel to over one hundred (100) Florida local governmental entities, including holding the position and serving as City Attorney, Town Attorney, Village Attorney, County Attorney, and General Counsel for over thirty (30) different Florida local governments. Our firm is rated AV Preeminent by Martindale-Hubbell, and our firm has been listed in the Bar Register of Preeminent Lawyers. Our firm's other expert local government attorneys would always be available to provide legal services as needed for the City of St. Pete Beach.

I. Expertise representing coastal municipalities

The attorneys of our firm have extensive expertise in the representation of coastal municipalities as a result of our history of representing 11 “coastal cities” as city/town attorney for the cities/towns of Anna Maria, Fort Myers Beach, Naples, Cocoa Beach, Daytona Beach Shores, South Daytona, Neptune Beach, Bradenton Beach, St. Pete Beach, Madeira Beach, and Yankeetown.

Representing coastal communities takes particular expertise – We have it!

Due to our vast experience representing municipalities throughout the state, we recognize that representing coastal communities is “different” from representing truly inland communities. We represent both – but our first love is for our coastal communities. The expertise needed to properly represent a coastal municipality is different from, and much broader than that necessary to represent an inland community. A truly excellent municipal attorney representing a coastal community must understand the “different” issues that arise in such areas. Examples of our experience representing our coastal cities follow:

Comprehensive Plan and zoning changes – different for coastal communities – we know!

The Vose Law Firm has been the City Attorney of Cocoa Beach since 2017. Since that time that city has gone through two major comprehensive plan (and charter) re-writes that involved extensive public hearings, public input and even charter amendment referenda to ensure that the changes to the comprehensive plan were in line with the will of the residents of that coastal and tourism-based community. Central to the changes to the comprehensive plan were the major considerations of height, density, and intensity, as well as the extremely important coastal-specific issues related to flood control, lagoon protection, hurricane preparedness, infrastructure issues, docks, lagoon access, parking, traffic, beach management, vacation rentals, evacuation plans, and a plethora of other issues particular to a city located in a tourism intense barrier island. Having an attorney fully aware and attuned to coastal-specific issues will be vital for the successful completion of major comprehensive plan changes by a city like St. Pete Beach.

In addition, our firm is the first and only Village Attorney for the Village of Indiantown – Florida’s newest municipality. Shortly after the Village of Indiantown was incorporated at the end of 2017, our firm was hired as its first Village Attorney. Our Managing Partner, Wade Vose, who is Board Certified by the Florida Bar in City, County & Local Government Law, has served as Indiantown’s Village Attorney since that time. Because Indiantown was newly formed, it needed to develop and adopt its own comprehensive plan, as well as its own land development regulations. Wade Vose was instrumental in making all that “happen”. He likes to say that they “built the plane while they were flying it!”

It is our understanding that there is a desire to make changes to the important land development documents of the City of St. Pete Beach. We would love to work with your City to accomplish *your* goals as to these vital issues. In addition to the other extremely competent attorneys of our firm experienced in coastal city planning issues, Nancy Stuparich, who is currently the Town Attorney of Fort Myers Beach and former City Attorney of Naples, is both a lawyer (with a J.D. from University of Florida), and a planner (with a Masters Degree in Planning from Florida State).

Pinellas County knowledge and connections – we have them!

Wade Vose, Managing Partner of the Vose Law Firm, served two consecutive terms as the General Counsel for the Pinellas County Charter Review Commission in 2015-2016 and again in 2023-2024. As a result, Wade is extremely familiar with both the Pinellas County Charter and its dynamics relating to cities in the County (which are unique and could be daunting if not fully understood), as well as the personnel and officials in Pinellas County Government. Wade can be extremely helpful to the City of St. Pete Beach due to his extensive knowledge of Pinella County government as well as his connections with officials in that government.

Moratorium (“pause in development”) – we have successfully done it for our clients!

When major changes are being considered for either a comprehensive plan or a zoning code, it is typically prudent for a city to adopt an appropriately limited moratorium on development likely to be impacted by the contemplated changes. This practice is legally appropriate when done correctly and can protect a city from a flurry of development applications filed to “get in under the wire” before new regulations are enacted. Our firm has extensive experience in successfully guiding cities through the moratorium process, particularly in Anna Maria, Oakland and Brooksville. Our firm would be honored to assist St. Pete Beach through this important process.

Customary Use – preserving the beach for the public – we did it for Cocoa Beach!

The Vose Law Firm was the City Attorney for Cocoa Beach in 2018 when HB 631 threatened to restrict public access to that city’s 6-mile stretch of beloved and beautiful Atlantic Ocean beach. Becky Vose and Wade Vose hit the ground running and shepherded that city through the process of historical research and putting together material for public hearings to adopt that city’s Customary Use Ordinance before the statutory deadline. We are familiar with the outcome of the Redington Beach litigation and are awaiting news of further developments in the case. If the City of St. Pete Beach wished to pursue “customary use”, we would be pleased to assist the city in that effort.

Experience dealing with the “alphabet” agencies and concepts – we have it!

We have significant experience dealing with Coastal Construction Control Line (CCCL) and Erosion Control Line (ECL) issues in our coastal cities. A city attorney representing a coastal municipality must have a good working knowledge of both CCCL and ECL issues (including Customary Use issues), to appropriately serve the municipality, particularly in a time when significant construction is taking place, and decisions must be made as to appropriate approvals.

FEMA compliance issues can truly be a trap for the unwary and a municipal attorney must be ready, willing, and able to address the plethora of FEMA issues that can arise in a coastal municipality. Those issues are vital, because if there are mistakes made as to FEMA floodplain compliance, flood insurance rates (which are almost always required in a coastal area for financing), can skyrocket because of mistakes. In addition, it is important that a municipal attorney be able to assist his/her government in the work needed to receive the maximum amount of FEMA reimbursements available. We have extensive expertise in this area of the law, most recently in the Town of Fort Myers Beach, which is currently recovering from a devastating hit by Hurricane Ian.

When a municipality is attempting to receive necessary permits and coastal permitting through the Florida Department of Environment Protection (FDEP), the Army Corps of Engineers (USACE), the Florida Fish and Wildlife Conservation Commission (FWC), the South Florida Water Management District (SFWMD), and the other “alphabet” agencies, it is vitally important that the municipal attorney have experience doing that work. We do!

Vacation Rentals / Bert Harris Claims – we have the experience!

Our firm was hired by the City of Anna Maria in 2015 to be City Attorney and take on the dilemma involved with Vacation Rentals that were essentially taking over the city. We drafted one of the very first Vacation Rental Ordinances in the State of Florida, and it has been copied by municipalities all over the state. We also defended the City of Anna Maria in three different court challenges to the newly enacted Vacation Rental Ordinance and won each of the challenges.

Subsequently, our firm defended Anna Maria as to 115 Bert Harris Claim challenges to the restrictions of the Vacation Rental Ordinance. We were able to settle every one of those claims without the City of Anna Maria having to pay any damages to any claimant.

We also drafted the first Vacation Rental Ordinance in Cocoa Beach and recently drafted a new noise ordinance dealing with Vacation Rentals. In addition, we recently successfully defended the City of Naples as to its pre-2011 prohibitions of Vacation Rentals in certain zoning districts.

Experience representing cities recovering from hurricanes – we have done it!

The attorneys of our firm also have extensive experience representing municipalities recovering from the devastation of hurricanes. Our firm is the Town Attorney for Fort Myers Beach, which was almost obliterated by Hurricane Ian. Becky Vose and Nancy Stuparich are continuing to guide Fort Myers Beach through its extremely difficult recovery efforts. As City Attorney for Naples, both Nancy Stuparich and Ralf Brookes assisted that City in its recovery efforts from Hurricane Ian.

We are also the City Attorney for Daytona Beach Shores which was the municipality most severely impacted on the East Coast of Florida by both Hurricanes Ian and Nicole, with severe damage to 93 buildings and 24 high rise hotels and condominiums. Becky Vose has worked with the staff and City Commission of Daytona Beach Shores to implement innovative procedures and processes for the city to work hand in hand with residents and stakeholders in recovery efforts. She has also navigated the difficult funding issues resulting from the damage to that city, and the rebuilding efforts necessitated by the storms.

When Hurricane Irma effectively destroyed the Historic Anna Maria Pier in 2017, (as well as doing significant damage to the entire barrier island city), Becky Vose worked with the Mayor and City Commission of Anna Maria to navigate the difficult process of funding and permitting the reconstruction of the pier which involved working with the Army Corp of Engineers, the FDEP and other regulatory agencies. FEMA issues as to reconstruction, repairs, compliance, and efforts to keep flood insurance rates down, have been a continuing theme in Anna Maria since 2015 when our firm took over as City Attorney, and Becky Vose has been able to navigate the complex issues involved to assist that city towards recovery. The pier is currently “better than ever” with the grand opening of the Mote Marine Science Education and Outreach Center on the Historic Anna Maria Pier recently celebrated.

Workforce housing – we understand it!

The need for more workforce housing is a recurring theme in coastal communities due to the typically high costs associated with housing in coastal locations and the extensive need for service workers in tourist-oriented locations. Our firm has worked with the cities of Fort Myers Beach, Anna Maria, Naples and Cocoa Beach to fill that need. Such efforts (as well as numerous other development issues) are influenced by the recently enacted legislation – the “Live Local Act” – SB 102. Our firm keeps up with the newest trends in this regard and will work with St. Pete Beach in any efforts it may want to make in this regard.

Other coastal legal issues – We have the experience!

We have also extensively worked with our coastal municipalities as to a panoply of additional coastal legal issues such as beach restoration and renourishment, dealing with issues as to coastal resilience, sea level rise, innovative drainage plans, rain garden easement issues, dock and water access issues, and dune protection. Our depth of field and practical experience representing coastal communities is unparalleled in the State of Florida and would be a great asset to the City of St. Pete Beach. We sincerely hope you will choose our firm as your Interim City Attorney.

II. Representing governmental entities is what we do!

Our firm has deep roots in local government law. Our founder, Becky Vose, began her career as an Assistant City Attorney for Orlando in 1973 after she graduated number 1 in her law school class at the University of Florida, and has continued consistently representing local governments through the present day. Our firm (having morphed through several iterations of firm names) actually began in 1985. From those five decades of experience, we've learned that issues that affect one of our local government clients frequently affect many of them. Our attorneys work in a collegial fashion in which we consistently share best practices and innovate ways to best serve our local government clients. Our firm specializes in Local Government Law, and we only represent governmental agencies.

There will never be a conflict when our firm represents your City!

Local government representation is not a sideline or afterthought for our firm, and our local government clients are the complete focus of our firm. Our firm does not represent developers, vendors, or other commercial interests that might create a conflict with our local government representation. We are strictly a law firm that represents local governments. Importantly, the attorneys of our firm are essentially immune from pressure that might come to bear upon attorneys and firms with mixed or less focused practices.

Fixed fee billing – including litigation!

Our firm typically serves its governmental clients on a fixed fee, all-inclusive basis – including most litigation. To our knowledge, we are the only local government firm that includes most litigation in its fixed fees. In that way, the interests of our firm are *always* aligned with our client's interests. Unlike some firms that essentially "make their money when their clients get in trouble", we have a financial incentive to keep our clients "out of trouble." But when litigation occurs or is proactively needed, we immediately step in, take aggressive actions that resolve our client's problems in a quick and favorable manner. We don't draw out cases or take unnecessary depositions to run up a bill; rather,

we determine the best outcome for our clients and take definitive and proactive actions to resolve litigation quickly and in our clients' best interests.

Due to our offered unique billing arrangement of flat fee billing, there will never be any hesitancy on the part of elected officials or staff to contact our attorneys as to each and every matter in which there may be a legal issue involved. Many municipalities with attorneys who charge an hourly rate can suffer "sticker shock" when unexpected litigation occurs and legal fees get extremely high. Our flat fee structure protects our governmental clients from such an experience. Having a law firm that does not charge additional fees for litigation can also be extremely helpful in negotiating a resolution of a dispute. When one side of a dispute is not fearful of runaway legal fees, (such as a city with a flat fee attorney contract including litigation), and the other side has such fears, the non-fearful party definitely has a "leg-up" in the negotiations.

We provide COMPLETE legal services to our clients!

The attorneys of our firm provide *complete* legal services to each of our governmental clients. Our expert local government lawyers handle simple and complex litigation of all sorts, transactional matters including, but not limited to all manner of conveyances, leases, easements, road vacations, title insurance, and closings, comprehensive representation as to development matters, zoning, comprehensive plans, platting, development agreements, ordinances and resolutions, labor and employment, TRIM compliance, eminent domain, code enforcement, CRA representation, historic preservation, vacation rental regulation, environmental law issues, general aviation airport legal issues, public works issues, contract drafting and review – the list goes on and on.

In fact, **included with this proposal under "Specific Municipal and other Local Government Experience by Topic" is a 15 page single spaced listing of examples of some of the legal services we have provided our governmental clients over the years.** With approximately 125 cumulative years of our attorneys representing local governments, there is little, if anything, we have not handled.

24/7/365 Availability

Our attorneys are available 24/7/365. If one or more of our attorneys are ill or on vacation, the other equally qualified attorneys of our firm are ready, willing, and able to step up and provide legal services as needed. Utilizing our firm as City Attorney is truly the equivalent of an in-house multi-attorney legal department with paralegal support, without the expenses that would otherwise be associated with such a legal department.

We have the depth of field to handle all your legal work

We have learned in our extensive experience representing governmental entities that the need for legal services does not always happen in a predictable, uniform pace for our clients. There are times when the legal needs of an individual client are intense and multitudinous, and at those times, we have the depth of field and resources to assign multiple attorneys to one client at the same time to address and resolve all the pending issues. You can rest assured that our firm is ready, willing and able to assign the appropriate attorneys to address all the issues of the City of St. Pete Beach in a successful and timely manner.

Introducing the team of lawyers who will primarily represent St. Pete Beach!

Ralf Brookes is Of Counsel to the Vose Law Firm and has approximately thirty-five (35) years of experience representing local governments in Florida. Ralf is Board Certified by the Florida Bar in City County and Local Government Law and is currently one of the City Attorneys of Naples and has served as City Attorney for the cities of Madeira Beach, St. Pete Beach, and Bradenton Beach and Town Attorney for Yankeetown. He also has served as an Assistant County Attorney for Sarasota County and was Land Use Litigation Counsel for Monroe County (the “Florida Keys”).

Wade Vose is the managing partner of the Vose Law Firm and has continuously practiced local government law for the last 21 years. Wade is Board Certified by the Florida Bar in City, County and Local Government Law, and is rated AV Preeminent by Martindale-Hubbell. Wade serves as City Attorney for the City of South Daytona, Co-City Attorney for the City of Cocoa Beach, Village Attorney for the Village of Indiantown (Florida’s newest municipality), Special Magistrate for the City of Satellite Beach, General Counsel to the 2024 Orange County Charter Review Commission, and General Counsel to the 2024 Pinellas County Charter Review Commission. Throughout his career, Wade has also served as City Attorney for the City of Bunnell, Town Attorney for the Town of Pierson, Chief Assistant City Attorney for the City of Deltona, General Counsel to the Seminole County Tax Collector, General Counsel to the Seminole County Supervisor of Elections, and General Counsel to a total of eight (8) County Charter Review Commissions in five (5) different charter counties, in addition to a range of other specialized representation statewide.

Founding Partner Becky Vose has continuously practiced local government law for the last 50 years, after graduating number one from her law school class at the University of Florida Law School. Becky is rated AV Preeminent by Martindale-Hubbell. Throughout her career, Becky has served as City Attorney for the cities/towns of Cocoa Beach, Daytona Beach Shores, Fort Myers Beach, Anna Maria, Brooksville, Oakland, Naples, Deltona, Winter Garden, Longwood, Windermere, Eagle Lake, St. Cloud, and Edgewood.

Nancy Stuparich has been practicing law for 37 years and is the current City Attorney of Fort Myers Beach. Nancy formerly served as City Attorney of Naples, City Attorney of Dade City, County Attorney of DeSoto County, Assistant County Attorney of Escambia County, and Assistant General Counsel to the Florida League of Cities. Nancy is both a lawyer and a Planner with a Masters Degree in Planning from Florida State University. She is also Certified as a Labor Relations Professional by the Florida Public Employers Labor Association, and she is Designated a FRA-Redevelopment Professional by the Florida Redevelopment Association.

Our philosophy of local government representation

Our firm is highly proactive in minimizing our governmental clients' legal exposure. In addition, the attorneys of our firm have the highest degree of professionalism and ethics, and we always work closely with elected officials and staff in recognizing and solving problems. Not only is minimizing our clients' legal exposure best for our municipal clients, but it is absolutely necessary from our firm's standpoint since **our firm typically represents its municipalities on a fixed fee all-inclusive basis, including litigation.**

The attorneys of our firm understand that a municipality that has a reputation of vigorously defending its interests will be the object of fewer lawsuits. Therefore, our firm strives to maintain the delicate balance of providing legal advice that serves the best interests of the municipality while avoiding unnecessary litigation. But if litigation becomes necessary, the Vose Law Firm vigorously provides a strong and effective offense or defense as needed. It is our firm's belief that our best interests are inexorably tied to the best interests of our clients. **If our clients benefit, so do we!**

Means and methods of litigation

Our firm uses completely different means and methods of representing our clients in litigation than are typical with firms that charge by the hour.¹ Instead of the typical practice of law firms filing repetitive motions, memoranda of law, unproductive discovery, and having repeated hearings, all resulting in high hourly billings,² our firm takes a different tack in litigation. When faced with litigation, we first analyze the case fully, do the appropriate legal research and determine a strategy that will result in an early "kill shot" that dispenses with the litigation, or, if that is not feasible, we devise a strategy leading to a quick and successful trial.

¹ It should be noted that Becky Vose of our firm was an equity partner of the large Miami-based law firm of Shutts & Bowen for 10 years, and Nancy Stuparich was formerly an attorney with the Weiss Serota law firm, so we are very familiar with typical litigation practices when legal work is billed by the hour.

² When these strategies are used by both sides in litigation, with both sides billing hourly for their work, it is sometimes referred to by attorneys as "doing the dance".

Occasionally our local governmental clients decide that instituting litigation is important for their interests, and our litigation strategies also greatly benefit our clients in those situations. Rather than “litigating a case to death” as is so often the case when litigation is billed by the hour, **our attorneys devise an effective and quick strategy to obtain our client’s desired results in the most expeditious manner possible.** This not only achieves our client’s goals quickly, but also minimizes the distraction and time consuming work often imposed upon other city staff and elected officials during the pendency of litigation.

Examples of our successful litigation strategy

An example of our firm’s litigation strategy that greatly benefitted a former local government client of the Vose Law Firm was demonstrated in the *Manji v. City of Deltona* case. When the Vose Law Firm became the city attorney of Deltona, (a city with a population of over 87,000), the firm inherited numerous lawsuits. One of those cases was the *Manji* case, which was an inverse condemnation action in which there was a multimillion dollar claim of damages against the city. The case had been pending for seven years, and five different attorneys had worked on it for the city. Sadly, there had been little substantive progress on the case during that time, even though hundreds of thousands of dollars had been paid to the city’s attorneys for the litigation. The files for the case filled 14 banker’s boxes containing massive amounts of court filings, research paperwork, notes, deposition transcripts, and discovery materials.

After thoroughly reviewing the case, doing the appropriate legal research, and talking with the City Manager, the Vose Law Firm recommended noticing the case for trial, and at the same time making an offer of judgment of \$50,000. This was approved by the City Commission. The offer of judgment was declined by the plaintiffs and Becky Vose tried the case two months later in a two-day bench trial. The city won the case, and the court found that the city had no liability whatsoever. The Vose Law Firm then filed a motion to assess fees and costs against the plaintiffs based on the offer of judgment, and at mediation of that motion, **the plaintiffs agreed to pay the City of Deltona \$100,000.** Soon after this successful result, virtually all the other cases that had been languishing under previous Deltona city attorneys were quickly and advantageously resolved by the Vose Law Firm through negotiation and mediations. It should be noted that although the City of Deltona had been for many years a virtual “punching bag” for litigation, once the word went out in the legal community that the city’s attorney would not “do the dance”, future litigation essentially went away.

It is our sincere belief that our firm’s means and methods of litigation, which result in excellent results in a short time frame, are in the best interests of our local government clients. **Our litigation strategies and our fixed fee billing, including litigation, would benefit the City of St. Pete Beach greatly.**

There would be no additional billing for any ancillary legal services, research expenses (such as Westlaw/Lexis fees), travel or miscellaneous expenses, (phone, fax, courier, etc.) and no other costs or expenses, (other than the pre-approved out of pocket expenses mentioned in the next paragraph), that would be billed separately. There would be no other expenses or fees charged, regardless of the time needed or complexity involved in any legal matter.

Pre-approved out of pocket costs, (such as court filing fees, and court reporter fees), would be billed at cost, with no mark-up or multiplier. There would be no separately billed copying charges.

Budgetary predictability – unlimited access to best local government legal talent available

Our flat fee arrangement would give budgetary predictability as to the City Attorney expenses of the City, including most litigation, while providing unlimited access to the best local government legal talent available in the state.

Hiring our firm on a flat fee is truly the equivalent of having a large in-house legal staff at a small fraction of the cost. From our experience, litigation cannot always be avoided, and sometimes litigation is needed to proactively protect the best interests of the municipality. Those are the times when legal expenses can get out of hand if the municipality is paying for its legal services by the hour. Our clients believe that it is a wise choice to pay a flat fee that includes litigation fees each month to ensure budgetary predictability and prevent the frightening experience of out-of-control legal costs. **This arrangement would take the fear of litigation costs out of the equation when third parties threaten litigation if the City does not meet the demands of that third party.**

The attorneys of our firm will truly become a part of the City of St. Pete Beach.

The attorneys of the Vose Law Firm have realized over the years that a flat fee arrangement results in more frequent contact between the attorneys on one side, and the staff and elected officials on the other, which almost always results in less “false starts,” and unintentional legal errors by government staff. The end result in having the municipality’s lawyers involved in projects and work from the very beginning, is that litigation is avoided, and legal work to “fix” a problem is kept to a minimum. The attorneys of the Vose Law Firm wish to truly be a part of the City of St. Pete Beach and work diligently to keep the City out of trouble and ensure the smooth running of the Town without unnecessary litigation or problems.

The Vose Law Firm has a fast paced and active practice; however, rest assured that we have the time, ability, desire, commitment, and passion to provide prompt, high quality legal services to the City of St. Pete Beach as its City Attorney at an affordable price. We would be honored and thrilled to provide Interim City Attorney services for

the City of St. Pete Beach, and the attorneys of the Vose Law Firm are ready, willing and able to immediately take over the representation of the City. We are pleased to confirm that our lead attorneys will be available for City meetings as described in the solicitation for letters of interest.

At any time, the full resources of the Vose Law Firm would be available to the City of St. Pete Beach for one reasonable, flat monthly payment. That includes the active involvement and representation by nine (9) highly experienced and competent local government, land development, and litigation attorneys of the firm, including two attorneys (both lead attorneys in the proposal) who are both Board Certified by the Florida Bar in City, County, and Local Government Law. The depth of field and legal expertise as to local government, land use, and litigation representation will be the best available in Florida.

Because of our extensive local government, and coastal land use experience, we believe that we would be an ideal law firm to represent the City of St. Pete Beach as its Interim City Attorney. Our preferred "all inclusive" fee arrangement "including litigation", would result in budgetary predictability as to legal services, as well as unlimited access to nine (9) expert local government lawyers.

We are used to taking over the legal representation of a municipality upon a moment's notice, without the municipality or the firm missing a beat. We assure you that if chosen, we will perform the City of St. Pete Beach's legal work in a timely and professional manner, and you will be exceptionally satisfied with our legal services.

The point of contact for this proposal is Wade Vose, available by cell phone at 321-299-2289, and by email at wvose@voselaw.com. Thank you in advance for your review and consideration of our proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "Wade C. Vose", followed by a period.

Wade C. Vose, Esq.
Managing Partner

SECTION 2

EXPERIENCE OF VOSE LAW FIRM ATTORNEYS

RALF BROOKES

Of Counsel, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Facsimile: (407) 628-5670
Email: rbrookes@voselaw.com



EDUCATION AND BAR DATA

Legal	University of Florida College of Law Gainesville, FL , Juris Doctorate (J.D.), 1988 Jessup's Cup Moot Court Team UF Law Center for Governmental Responsibility Fellowship
Undergraduate	University of Miami, Coral Gables, FL Bachelor of Science Degree, Marine Sciences & Geology (B.S. 1985)
Admitted/Member	Florida Bar – Admitted and Member in Good Standing since 1988 – Bar No. 778362 U.S. District Court, Southern District of Florida U.S. District Court, Middle District of Florida U.S. District Court, Northern District of Florida Admin. Law Section – Florida Bar – Executive Council, 1991-1999 City, County, and Local Government Law Section – Florida Bar Environmental & Land Use Law Section – Florida Bar, Executive Council, 1993-2001 Florida Municipal Attorney's Association Member
Certification	Board Certified in City, County and Local Government Law
Speaker/Presenter	Florida Municipal Attorney's Association • Noise Ordinances The Florida Chamber of Commerce • Growth Management Short Course • Environmental Permitting Short Course The Florida Bar, Continuing Legal Education (CLE) Programs • City, County and Local Government Section of the Florida Bar • Environmental and Land Use Law Section of the Florida Bar • Administrative Law Section of the Florida Bar • University of Florida Law program, speaker and guest

lecturer

Continuing Legal Education, CLE-International Programs,

- Dealing With Government
- Litigating Land Use and Takings Claims
- Defending Local Government Land Use Denials
- Regulatory Takings under the U.S. and Florida Constitution
- Wetlands Regulations

Southwest Florida Chamber of Commerce

- “Issues 08” Southwest Florida Legislative Delegation
 - A Sustainable Southwest Florida: Creating a Vision.
- Participant City Attorney

PROFESSIONAL EXPERIENCE

CITY ATTORNEY EXPERIENCE:

Naples, Florida (Collier County, pop. 19,115) Interim City Attorney 2023 – present

Naples, Florida (Collier County, pop. 19,115) Co-City Attorney 2020 - 2023

Town of Yankeetown, Florida, (Levy County, pop. 760) City Attorney 2006 – present

City of Madeira Beach, Florida (Pinellas County, pop. 4,406) City Attorney 2017-2020

City of St Pete Beach, Florida (Pinellas County, pop. 10,086) City Attorney 2007-2008

City of Bradenton Beach Florida, (Manatee County, pop.1,536) 2004 – 2009

As City/Town Attorney: Meet with and advise City Manager and Departments; Municipal Law; Contracts, RFQs/RFPs; Disputes, Litigation, Comprehensive Plan Amendments, Land Development Code Amendments and review of development application, variances, planned developments, development agreements; legislation, ordinances, audits, sunshine law, public records law; grants, government and public works projects.

COUNTY ATTORNEY EXPERIENCE:

Monroe County (the “Florida Keys”): Land Use Litigation Counsel (1992-1998) Representing Monroe County Florida in land use litigation in state and federal courts, serve as counsel for Growth Management Division, counsel for Planning Department, Planning Commission and Code Enforcement; prepared and defended vacation rental ordinance, noise ordinances, resolutions and land development regulations, development agreements, comprehensive plan amendments, defended Monroe County in state and federal court.

Sarasota County Assistant County Attorney (1990 – 1992). Advise County Attorney, Board of County Commissioners of Sarasota County; Planning Commission, Planning,

Natural Resources, Code Enforcement, Solid Waste Departments, interagency and interlocal agreements; Pollution Control

LAW SCHOOL TEACHING

University of Florida Law School – Conservation Clinic and Environmental and Land Use Law Program, **Practitioner in Residence 2013** under direction of Professors Ankersen, Flourney and Hamann

Florida Gulf Coast University (FGCU) - Adjunct Professor Environmental Law (2005 – 2014), Environmental & Land Use Law Masters of Public Administration Program PAD 5620.

MEDIATOR/ARBITRATOR/ALTERNATIVE DISPUTE RESOLUTION

- **Mediator and Special Magistrate/Master, Fla. Stat. 70.51 Land Use & Dispute Resolution Act:** Alternative dispute resolution process for land use applications
- **Florida Court Appointed Arbitrator** – Florida Supreme Court Approved Training

WADE CHRISTOPHER VOSE

Managing Partner, Vose Law Firm LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Cell: (321) 299-2289
Facsimile: (407) 628-5670
Email: wvose@voselaw.com



Martindale-Hubbell®



EDUCATION AND BAR DATA

Legal	University of Florida College of Law Gainesville, FL J.D. with Honors, May 2003 Book Awards: Environmental Law Intellectual Property Law Family Law Recipient of the Levin College of Law Leonard Scholarship
Undergraduate	University of Florida Gainesville, FL B.A. in Political Science, with Honors, May 2000 National Merit Scholar / Florida Academic Scholar Omicron Delta Kappa Leadership Honorary
Preparatory	Bishop Moore Catholic High School Orlando, FL Graduated with Highest Honors, May 1996 Student Body President & Valedictorian
Admitted	Florida Bar – Admitted & Member in Good Standing since 2003 Bar No. 685021 U.S. District Court, Middle District of Florida U.S. District Court, Northern District of Florida U.S. District Court, Southern District of Florida Orange County Bar Association City, County, and Local Government Law Section – Florida Bar Environmental & Land Use Law Section – Florida Bar
Certification	Board Certified in City, County and Local Government Law

PROFESSIONAL EXPERIENCE

Vose Law Firm LLP (Winter Park, FL)

Managing Partner - As managing partner of an AV-rated statewide local government law firm serving as City Attorney for ten cities and County Attorney for one county, in addition to extensive specialized representation for local governments statewide, responsible for overseeing every segment of the local government representation process, including representation of local government commissions, councils, and boards, client counseling of elected officials, city and county managers/administrators, department heads, staff, and appointed officials, evaluation of claims and defenses, development of litigation strategies, preparation of ordinances, resolutions, development agreements, pleadings, discovery, motions, and memoranda, and argument before trial and appellate courts. January 2004 to present.

Okeechobee County Board of County Commissioners (Okeechobee, FL)

County Attorney - As County Attorney for the only county strategically located in both Florida's Treasure Coast and Florida's Heartland, responsible for protecting the legal interests of Okeechobee County by providing comprehensive and quality legal services to the Board of County Commissioners, the County Administrator, and Department Heads, providing legal advice to the Board of County Commissioners and other county boards at public meetings, drafting county ordinances and resolutions, drafting and reviewing county contracts, and conducting litigation on behalf of the County. November 2019 to present.

Village of Indiantown, Florida (Indiantown, FL)

Village Attorney - As Village Attorney to Florida's newest municipality, just formed at the end of 2017, responsible for providing legal advice to the Village Council, Village Manager, Village boards and staff as the Village charts its own course, drafting ordinances, resolutions, and agreements, handling real estate transactions, and conducting litigation on behalf of the Village. September 2018 to present.

City of South Daytona, Florida (South Daytona, FL)

City Attorney - Wade Vose serves as City Attorney to the City of South Daytona, a residential and business-friendly city bordering the Halifax River. Responsible for providing legal advice to City Council and other City boards at public meetings as needed, advising all city departments, drafting city ordinances and resolutions, and conducting litigation on behalf of the City. November 2020 to present.

2024 Orange County Charter Review Commission (Orlando, FL)

General Counsel - As General Counsel to the commission empowered by the Orange County Charter to conduct a comprehensive study of all phases of county government and place proposed charter amendments on the ballot for voter approval, responsible for advising the 2024 Orange County Charter Review

Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, preparation of charter amendment and ballot language, and preparation of CRC final report. April 2023 to present.

2024 Pinellas County Charter Review Commission (Clearwater, FL)

General Counsel - As General Counsel to the commission empowered by the Pinellas County Charter to review, on behalf of the citizens of Pinellas County, the operation of county government in order to recommend amendments to the Pinellas County Charter, responsible for advising the 2024 Pinellas County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, and preparation of charter amendment and ballot language. September 2023 to present.

City of Cocoa Beach, Florida (Cocoa Beach, FL)

City Attorney - Vose Law Firm, Becky Vose, and Wade Vose jointly serve as City Attorney to the City of Cocoa Beach, the famous beach community on Florida's Space Coast. Responsible for providing legal advice to City Commission and other City boards at public meetings as needed, advising all city departments, drafting city ordinances and resolutions, and conducting litigation on behalf of the City. July 2017 to present.

City of Bunnell, Florida (Bunnell, FL)

City Attorney - As City Attorney for this Flagler County city that serves as county seat and is the second largest city geographically in Florida (after Jacksonville), responsible for providing legal advice to City Commission and other City boards at public meetings as needed, advising all city departments including planning, finance, police, grants, and public works, drafting city ordinances and resolutions, handling real estate transactions, and conducting litigation on behalf of the City. October 2013 to present.

City of Anna Maria, Florida (Anna Maria, FL)

City Attorney - Vose Law Firm, Becky Vose, and Wade Vose jointly serve as City Attorney to the City of Anna Maria, an idyllic coastal city on Anna Maria Island in the Gulf of Mexico. Responsible for providing legal advice to City Commission and other City boards at public meetings as needed, advising all city departments, drafting city ordinances and resolutions, and conducting litigation on behalf of the City. March 2015 to present.

2016 Orange County Charter Review Commission (Orlando, FL)

General Counsel - As General Counsel to the commission empowered by the Orange County Charter to conduct a comprehensive study of all phases of county government and place proposed charter amendments on the ballot for voter

approval, responsible for advising the 2016 Orange County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, preparation of charter amendment and ballot language, and preparation of CRC final report. March 2015 to November 2016.

2016 Pinellas County Charter Review Commission (Clearwater, FL)

General Counsel - As General Counsel to the commission empowered by the Pinellas County Charter to review, on behalf of the citizens of Pinellas County, the operation of county government in order to recommend amendments to the Pinellas County Charter, responsible for advising the 2016 Pinellas County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, and preparation of charter amendment and ballot language. September 2015 to November 2016.

2016 Brevard County Charter Review Commission (Viera, FL)

General Counsel - As General Counsel to the commission empowered by the Brevard County Charter to review and propose amendments to the Brevard County Charter, responsible for advising the 2016 Brevard County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, and preparation of charter amendment and ballot language. October 2015 to November 2016.

2020 Alachua County Charter Review Commission (Gainesville, FL)

General Counsel - As General Counsel to the commission empowered by the Alachua County Charter to review and propose amendments to the Alachua County Charter, responsible for advising the 2020 Alachua County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, and preparation of charter amendment and ballot language. October 2019 to November 2020.

2018 Clay County Charter Review Commission (Green Cove Springs, FL)

General Counsel - As General Counsel to the commission empowered by the Clay County Charter to review and propose amendments to the Clay County Charter, responsible for advising the 2018 Clay County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, and preparation of charter amendment and ballot language. December 2017 to July 2018.

2012 Orange County Charter Review Commission (Orlando, FL)

General Counsel - As General Counsel to the commission empowered by the Orange County Charter to conduct a comprehensive study of all phases of county government and place proposed charter amendments on the ballot for voter approval, responsible for advising the 2012 Orange County Charter Review Commission ("CRC") as to all legal matters, including legality and constitutionality of CRC actions and proposed charter amendments, representation of CRC at public meetings, preparation of charter amendment and ballot language, and preparation of CRC final report. August 2011 to November 2012.

Pinellas County, Florida (Clearwater, FL)

Counsel, County Attorney Oversight Committee - The County Attorney Oversight Committee is a unique collegial body created pursuant to Section 4.02 of the Pinellas County Charter, consisting of the seven members of the Pinellas County Commission, plus the five Pinellas County constitutional officers (Sheriff, Tax Collector, Property Appraiser, Supervisor of Elections, and Clerk of the Circuit Court), organized to select, terminate, and annually review, the Pinellas County Attorney. As Counsel to the Committee, responsible for providing outside and impartial legal advice throughout its process of selection, termination, and annual review of the Pinellas County Attorney. February 2017 to present.

Counsel, County Redistricting Board - The County Redistricting Board is a board created pursuant to Section 3.04 of the Pinellas County Charter, appointed by the Board of County Commissioners after each decennial census to develop and propose county redistricting plans to the BOCC. As Counsel to the Board, responsible for providing outside and impartial legal advice throughout its redistricting proposal development process, including application of the Pinellas County Charter's unique CRB criteria modeled on the Florida Constitution's Fair Districts standards. August 2021 to December 2021.

City of Satellite Beach, Florida (Satellite Beach, FL)

Special Magistrate - As the first Code Enforcement Special Magistrate for the City of Satellite Beach, a coastal city located near Patrick Air Force Base in Brevard County, responsible for serving as an impartial magistrate to adjudicate violations of the City of Satellite Beach code of ordinances. February 2017 to present.

Town of Pierson, Florida (Pierson, FL)

Town Attorney - As Town Attorney for the Town of Pierson, a small Volusia County town known as the "Fern Capital of the World," responsible for providing legal advice to the Town Council and other Town boards at public meetings, advising all Town staff, drafting ordinances and resolutions, and conducting litigation on behalf of the Town. June 2015 to present.

City of Deltona, Florida (Deltona, FL)

Chief Assistant City Attorney – Vose Law Firm and its Founding Partner, Becky Vose, served for over half a decade as City Attorney to the City of Deltona, an 87,000 resident community in Volusia County. As Chief Assistant City Attorney, responsible for providing legal advice to City Commission and other City boards at public meetings, as necessary, drafting of city ordinances and ordinance amendments, and litigation on behalf of the City. June 2011 to February 2017.

Eighth Judicial Circuit State Attorney's Office (Gainesville, FL)

Certified Legal Intern – Responsible for prosecution of criminal cases as the sole Certified Legal Intern in the Bradford County, Florida office of the Eighth Circuit State Attorney's Office. January 2003 to May 2003.

Ninth Judicial Circuit of Florida (Orlando, FL)

Judicial Law Clerk - Clerked for Circuit Judge Walter Komanski. Responsible for conducting legal research, drafting legal memoranda, final judgments and other judicial orders, and assisting the judge throughout a variety of trials and hearings. May 2001 to August 2001.

PROFESSIONAL ACTIVITIES, AWARDS, AND COMMUNITY INVOLVEMENT

Orange County Government

Authority Member – Orange County Industrial Development Authority (2014 to 2016) – Serve as one of five governing members of an industrial development authority responsible for issuing industrial development revenue bonds for the purpose of financing the costs of industrial or manufacturing plants, research and development parks, agricultural processing or storage facilities, warehousing or distribution facilities, headquarters facilities, tourism facilities, educational facilities, commercial projects in enterprise zones, and health care facilities.

Chairman – Neighborhood Grants Advisory Board (Chairman – Oct. 2008 to Oct. 2009, Vice Chairman – Oct. 2007 to Oct. 2008, Member – Aug. 2006 to May 2011) – Responsible for approving criteria for neighborhood grant programs, overseeing the application review process, approval of recommended grant recipients, hearing appeals from grant applications, and monitoring progress of grant recipients.

Board Member – Orange Blossom Trail Development Board (August 2007 to Oct. 2010) – Responsible for promoting the economic, social, and aesthetic revitalization of the south Orange Blossom Trail area.

Orlando Business Journal

Forty Under 40, Class of 2009 – Recipient of the Orlando Business Journal's prestigious Forty Under 40 Award, spotlighting forty of the Central Florida region's top young business and civic leaders who demonstrate consistent, outstanding professional achievement and a commitment to community service.

"Reader's Choice - Best Law Firm, 2009 & 2010" - Voted by the readers of the Orlando Business Journal.

Winter Park Chamber of Commerce

Member, Government Affairs Committee - Member of the Winter Park Chamber committee responsible for advocacy on behalf of the Winter Park business community at the local and state level and educating Chamber membership about current affairs effecting the Winter Park business community.

BusinessForce - Orlando Regional Chamber of Commerce

Alumnus, Class 1 - Central Florida Political Leadership Institute - Member of the exclusive 25-person inaugural class of Business Force's Political Leadership Institute, a program designed to identify and equip Central Florida's next generation of elected leaders before they formally choose to run for a specific public office.

Rotary Club of Winter Park

Member of Board of Directors (July 2011 to June 2012)

Leadership Winter Park

Class Member, Class 20 (September 2009 to August 2010)

Leadership Orlando

Alumnus, Class 72 (March 2007 to October 2007)

Leadership Apopka

Alumnus, Class 1 (January 2008 to November 2008)

Orange County Bar Association

Committee Member - Young Lawyers Oath of Admissions Committee (June 2004 to September 2005)

Tiger Bay Club of Central Florida

Member (January 2005 to present)

Apopka Area Chamber of Commerce

Businessman of the Year 2008-2009

Chairman - Apopka Area Political Alliance (Apopka Chamber PAC) (August 2008 to February 2012)

Chairman - Issues & Government Affairs Committee (August 2007 to August 2009)

Member of Board of Directors (June 2007 to February 2012)

Biographical Sketch - Wade C. Vose

Wade Vose is the managing partner of the Vose Law Firm. He is Board Certified by the Florida Bar in the area of City, County, and Local Government Law, and rated AV Preeminent by Martindale-Hubbell. He is a proud “double Gator” having graduated with Honors from the University of Florida College of Law.

Wade serves as the Village Attorney for the Village of Indiantown (Florida’s newest municipality), County Attorney for Okeechobee County, City Attorney for the City of South Daytona, Co-City Attorney for the City of Cocoa Beach, Special Magistrate for the City of Satellite Beach, General Counsel to the 2024 Orange County Charter Review Commission, and General Counsel to the 2024 Pinellas County Charter Review Commission.

Historically Wade has served as the City Attorney for the City of Bunnell, Town Attorney for the Town of Pierson, General Counsel to the Seminole County Tax Collector, General Counsel to the Seminole County Supervisor of Elections, General Counsel to the 2020 Alachua County Charter Review Commission, General Counsel to the 2021 Pinellas County Redistricting Board, Chief Assistant City Attorney for the City of Deltona, General Counsel to the 2016 Orange County Charter Review Commission, General Counsel to the 2016 Pinellas County Charter Review Commission, General Counsel to the 2016 Brevard County Charter Review Commission, General Counsel to the 2018 Clay County Charter Review Commission, and General Counsel to the 2012 Orange County Charter Review Commission.

Wade lives in Maitland with his wife and three daughters.

GRETCHEN R. H. ("BECKY") VOSE

Founding Partner, Vose Law Firm LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Cell: (407) 448-0111
Facsimile: (407) 628-5670
Email: bvose@voselaw.com



EDUCATION AND BAR DATA

Law Degree:	J.D. with High Honors. 1973. University of Florida College of Law, Gainesville, Florida
Grade Average:	3.6 (four point system) Number 1 in Class
Undergraduate Degree:	B.A. in English with High Honors. 1970 Emory University, Atlanta, Georgia
Member/ Admitted:	Florida Bar – Member in Good Standing since 1973 50 YEAR MEMBER – FLORIDA BAR Bar No. 169913 U.S. District Court, Middle District of Florida U.S. Fifth Circuit Court of Appeals U.S. Eleventh Circuit Court of Appeals U.S. Court of Appeals for Federal Circuit Orange County Bar Association
Rated:	AV by Martindale-Hubbell (highest rating awarded) Listed in Martindale-Hubbell Bar Register of Preeminent Lawyers

BAR RELATED ACTIVITIES AND HONORS

City, County & Local Government Law Section of Florida Bar
Chairperson, Women in Law Committee, Orange County Bar Association
Fee Arbitration Committee, Orange County Bar Association
Central Florida Association of Women Lawyers
Member, Eminent Domain Committees, Florida Bar and American Bar
Volunteer Guardian Ad Litem Orange Co. Legal Aid Soc. - Cited for Exceptional Service
Volunteer to Homeless Advoc. Program of Orange Co. Bar - Cited for Exceptional Service

LAW SCHOOL POSITIONS AND HONORS

Editorial Board, University of Florida Law Review
Order of the Coif
Senior Class President - University of Florida Law School
Law Center Scholarship
Chairperson of Council of Ten

PUBLICATION

Environmental Survival Kit for Real Estate Professionals (Book and disk. Purchased in the 1990's by the Florida Board of Realtors to be used for continuing education purposes.)

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

Assistant City Attorney, Orlando, Florida
Managing Partner/Chairperson, Real Estate Department, Shutts & Bowen Orlando office
Founding Partner, Vose Law Firm, LLP
City Attorney, City of Cocoa Beach
City Attorney, City of Anna Maria
City Attorney, City of Daytona Beach Shores
City Attorney, City of Brooksville
City Attorney, City of Naples
City Attorney, City of Winter Garden
City Attorney, City of Edgewood
City Attorney, City of St. Cloud
City Attorney, City of Eagle Lake
City Attorney, City of Longwood
City Attorney, City of Windermere
City Attorney, City of Deltona
Town Attorney, Town of Fort Myers Beach
Town Attorney, Town of Oakland
General Counsel for North Lake County Hospital Board of Trustees
Attorney for City of Orlando Code Enforcement Board
Special Counsel to City of Orlando as to Eminent Domain matters
Special Counsel to Cities of Ocoee and Casselberry
Special Counsel to Orange County Sheriff's Office
City Prosecutor for City of Orlando
Special Counsel to Orange County as to Code Enforcement Foreclosures
Special Counsel to Orange County as to Environmental Claims
Special Litigation Counsel to Orange County Property Appraiser
General Counsel for Green Swamp Land Authority
Counsel to Orange County Fire and Life Safety Code Board of Adjustments and Appeals
Special Counsel to Orange County as to §1983 Civil Rights Litigation
Eminent Domain Mediation Services for: FDOT; Florida Turnpike Authority; Seminole, Orange, Hillsborough, Lake and Polk Counties
Certified Circuit Court Mediator
Nominated for Appointment to Fifth District Court of Appeal

Biographical Sketch - Gretchen R. H. "Becky" Vose

Becky Vose graduated first in her law school class at the University of Florida College of Law, in 1973. While a law student, she was Senior Class President, Chairperson of the Council of Ten, on the editorial board of the University of Florida Law Review, and recipient for three years of a Law Center Scholarship. Upon graduation, she was tapped for membership in Order of the Coif.

In 1973, Becky was admitted to the Florida Bar and began her legal career as an Assistant City Attorney for Orlando. Thereafter she formed the law firm that is the predecessor to the Vose Law Firm. In 1981, she was recruited by Shutts & Bowen to open a branch office in Orlando and served as its managing partner. She was honored by being nominated by the Judicial Nominating Commission for a seat on the Fifth District Court of Appeal.

Over her 50 years of local government representation, Becky Vose has held the position of City Attorney for twelve (12) cities – Daytona Beach Shores, Anna Maria, Brooksville, Winter Garden, Edgewood, Longwood, Windermere, Oakland, Eagle Lake, St. Cloud, Deltona, and Co-City Attorney of Cocoa Beach. She also has done major work for Orange County government as to matters ranging from complex environmental litigation and the defense of §1983 Civil Rights claims. She also represented the Orange County Property Appraiser (OCPA) in a multi-year complex intellectual property lawsuit about the software utilized by the Property Appraiser's office. She also held the positions of General Counsel to the North Lake County Hospital Board of Trustees and the Green Swamp Land Authority.

Becky has taught at numerous continuing legal education seminars to other attorneys and has regularly presented seminars and instructional sessions for employees and officials of governmental clients. Ms. Vose is rated A-V Preeminent, which is the highest rating given by Martindale-Hubbell, and she has also been listed in the Martindale-Hubbell Bar Register of Preeminent Lawyers.

NANCY ANN M. STUPARICH

Partner, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Facsimile: (407) 628-5670
Email: nstuparich@voselaw.com



EDUCATION AND BAR DATA

Florida State University, B.A., cum laude, 1982. (Government/International Affairs)
University of Florida, J.D., 1985 (Law)
Florida State University, MPA & MSP, 1997 (Public Administration/Urban Planning)

Admitted: Florida Bar – Member in Good Standing (No. 646342)
U.S. District Court, Middle District of Florida

PROFESSIONAL EXPERIENCE & POSITIONS HELD

Public Sector:

City Attorney – City of Naples, FL Responsibilities include management of the Vose Law Firm’s representation of the City of Naples. Primary duties include attendance and providing legal support to the mayor and city council members, appointed members of city boards including but not limited the Planning Advisory Board, the Design Review Board, Code Enforcement Board, etc., Charter Officers (City Manager and City Clerk) as well as city staff. Additional responsibilities include supervision and coordination with other members of the Vose Law firm performing legal services.

Assistant City/Town Attorney for the cities of Fort Myers Beach, Anna Maria, Bunnell, Cocoa Beach, Oakland, Brooksville Florida. Responsibilities include providing support to Vose Law Firm attorneys serving as primary City Attorney in these cities. Duties and responsibilities vary and can include attending public meetings, drafting ordinances, resolutions, policies, agreements, collective bargaining negotiations and other legal documents, representing the city in circuit/county court and quasi-judicial hearings.

Deputy County Attorney for Okeechobee County Duties and responsibilities can vary and include review of contract documents, ordinances, policies, attendance at Planning Board meetings, Code Enforcement Special Magistrate hearings, Construction Industry Licensing Board public hearings, Canvassing Board public meetings, representing the County in county court hearings.

City Attorney, Dade City, Florida. Responsibilities included providing legal counsel to the City of Dade City Commission, its Charter Officers, and Police Chief. Duties and responsibilities included attending public meetings, drafting ordinances, resolutions, policies, agreements and other legal documents, purchase and sale of real estate, monitoring pending insurance claims; working with outside counsel; and other duties as needed.

Special Magistrate, City of Davenport, Florida. Preside as the special magistrate for review of code enforcement cases presented by the City of Davenport Code Enforcement Officer.

County Attorney, DeSoto County, Florida. Responsibilities included independently providing legal services to the DeSoto County Board of County Commissioners; drafting written and providing oral legal opinions; participation in public hearings and workshops of the BCC, Planning Board, Code Enforcement Special Magistrate; drafting ordinances, resolutions and negotiation of contracts; defending the county in litigation matters; working with outside legal counsel and staff; and other duties as needed.

Assistant County Attorney, Escambia County, Florida. Responsibilities included representing the county on general county government matters at workshops, public hearings and in court; drafting ordinances, resolutions and contracts; negotiating and completing the purchase, sale and disposition of county real estate assets; serving as the attorney to the Board of Adjustment, Planning Board and the Escambia County Canvassing Board; responding to questions from staff and County Commissioners regarding local government issues; and other projects as assigned by the County Attorney. Awarded recognition as “Employee of the Month” for work and coordination of a tri-party agreement bringing minor league hockey to the county.

Assistant General Counsel, Florida League of Cities. Responsibilities included legislative lobbying; serving as a liaison to the Governor's Property Rights Study Commission II; legal research concerning municipal issues; preparing appellate briefs; preparing the Florida Municipal Attorneys Newsletter; assisting and document drafting for the purchase of Sittig Hall; serving as staff to the Juvenile Justice/Criminal Policy Committee; responding to correspondence and questions from member city officials; and other duties as assigned.

Director Growth Management, Escambia County, Florida. Responsibilities included directing and managing the Escambia County Department of Growth Management, which consisted of the Divisions of Development Services (development order approval), Long-Range Planning (county-wide growth management planning) and Technical Services (management functions); presentations to the Board of County Commissioners and other public groups; and other duties as assigned by the County Administrator.

Of Counsel, Weiss, Serota, Helfman, Pastoriza, Cole, & Boniske, P.L. Responsibilities included providing legal services to various municipalities regarding land use and local government matters; representing quasi-judicial boards; drafting ordinances and resolutions; researching municipal codes, and other duties as assigned.

Staff Attorney, Second District Court of Appeal. Responsibilities included preparing legal memoranda; reviewing appellate briefs and pleadings; presenting oral argument waived cases to panels of three appellate judges; and assisting in drafting & proofing appellate opinions for the Honorable Judge John Scheb (deceased).

Trial Court Law Clerk, 10th Judicial Circuit. Responsibilities included reviewing civil complaints and pleadings; preparing legal memoranda and providing assistance to several circuit civil judges on complex litigation; and other duties as assigned.

Public Sector Appointments (Former):

Member of the City of Clermont Community Redevelopment Board
Member of the Northwest Florida Water Management District Board
Member of the City of Pensacola Planning Commission

Private Sector Representation (Former):

General Counsel, Maruti Fleet Management, Inc. Responsibilities included management of pending insurance claims with adjusters, mediation and settlement of pending litigation, contract review, and personnel issues.

Risk Manager, Florida Lawyers Mutual Insurance Company. Responsibilities included developing and delivering risk management services to insured attorneys to avoid potential legal malpractice claims; presentation of continuing legal education seminars to attorneys; drafting a risk management newsletter and digital risk alerts.

Associate, Freeman, Haber, Rojas & Stanham, LLP. Responsibilities included closing real estate transactions involving primarily foreign clients; drafting corporate documents, agreements and real estate documents; review of title and land use issues; review of commercial leases; supervision of paralegals; and legal research.

Underwriting Counsel, Attorneys Title Insurance Fund, Inc. Responsibilities included identifying and resolving title defects; teaching attorneys and paralegals real estate closing procedures using ATIDS and DoubleTime software program; publication of legal articles for THE FUND CONCEPT; speaking and participating as a panelist at the Fund's Annual Assembly and Affiliate Assembly; and other duties as assigned.

Title Attorney, Lawyers Title Insurance Corporation. Responsibilities included coordinating and closing commercial real estate transactions; reviewing and preparing

real estate documents in conjunction with the issuance of title insurance; responding to underwriting questions; and other duties as assigned.

PROFESSIONAL, COMMUNITY AFFILIATIONS, PUBLICATIONS & ACTIVITIES:

CURRENT: Certified as a Labor Relations Professional by the Florida Public Employers Labor Association; Designated a FRA-Redevelopment Professional by the Florida Redevelopment Association; member of the City, County & Local Government Section of The Florida Bar; member of the Environmental and Land Use Section of The Florida Bar; member of the Animal Law Section of The Florida Bar. FORMER: Appointed member of the 18th Judicial Circuit Unauthorized Practice of Law Committee "B"; member of Impact Lake County; member of the South Lake Chamber of Commerce Economic and Policy Committee; Florida Land Use & Environmental Dispute Resolution Special Magistrate for Lake County, Florida, graduate of the City of Oviedo Citizens Police Academy, member of the Executive Council of the City, County and Local Government Section of The Florida Bar; member of the LOMAS Advisory Board; The Florida Bar Convention Committee; former member of The Florida Bar Senior Committee, The Florida Bar Diversity Committee and other local bar associations; Certified Circuit Court Mediator (24865R); participant in the Hillsborough County Guardian Ad Litem Program; co-chair of the International Energy Conference, Rio de Janeiro, Brazil; member of Leadership Miami; member of the American Planning Association; chair of the Organizing Committee for the Quietwater Thunder Formula One/Two Power Boat Grand Prix Race-Pensacola Sports Association; graduate Leadership Pensacola; adjunct professor for real estate at University of West Florida, Legal Administration Program; member, Junior League of Pensacola; sustainer in Miami Junior League; graduate, City of Pensacola Citizens Police Academy; graduate, Escambia County Sheriff's Citizens Law Enforcement Academy; member of Five Flags Rotary International; member of Panhandle Tiger Bay Club; member Escambia and Santa Rosa County Bar Association; member of Pensacola Runners Association, race director, 1997 Downtown Christmas 5K Run & inaugural 1998 PRA Downtown Christmas Parade Dash; co-author of "Private Property Rights: Regulating the Regulators" published in The Florida Bar Journal, January 1996; Tallahassee Women Lawyers Board Member.

PERSONAL:

Native Floridian from Tampa, Florida current residence in Clermont, Florida (aka "Choice of Champions"); enjoys travel; runner/triathlete who completed a marathon in all 50 states and participated in several Ironman races (Florida, Brazil, Louisville, Texas, Kalamar), finisher of the Great Floridian Triathlon (Clermont, Florida) and RAGBRAI (Register's Annual Great Bicycle Ride Across Iowa), Volunteer at Challenge Daytona, knowledge of conversational Italian & Spanish.

PAUL R. WATERS

Partner, Vose Law Firm, LLP
146 Istoria Drive
St. Augustine, Florida 32095
Telephone: (904) 495-1054
Email: paul@voselaw.com



EDUCATION AND BAR DATA

Law Degree: **Florida Coastal School of Law
Jacksonville, Florida**
Juris Doctor, May 2004

Undergraduate Degree: **University of Central Florida
Orlando, Florida**
B.A. in Legal Studies, May 1998
Dean's List

Member/Admitted: Florida Bar – Admitted and member in good standing – Bar No. 817651
Texas Bar – Inactive – Bar No. 24102728

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

City of Bunnell, Florida (Bunnell, FL) - Present

City Attorney – As City Attorney to this Flagler County city that serves as county seat and is the second largest city geographically in Florida (after Jacksonville), responsible for providing legal advice to City Commission and other City boards at public meetings as needed, advising all city departments including planning, finance, police, grants, and public works, drafting city ordinances and resolutions, handling real estate transactions, and conducting litigation on behalf of the City.

Assistant City/Town/Village Attorney (Various Municipalities) - Present

Provides effective legal services and counseling to the cities of Daytona Beach Shores, South Daytona, Cocoa Beach, Anna Maria, and Brooksville; the Village of Indiantown, and the Town of Oakland with a client-centered approach. Duties include drafting ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representing municipalities throughout all phases of litigation, including developing and executing litigation strategies, drafting motions, pleadings, and written discovery, as well as preparing municipal staff

and law enforcement officers for hearings; and advising boards on substantive and procedural legal issues during public hearings and workshops.

Okeechobee County (Okeechobee, FL) - Present

Assistant County Attorney – Executes comprehensive and quality legal strategies and services for the Board of County Commissioners. Duties include preparing legal documents, including ordinances, resolutions, and contracts, and advising and representing County staff.

Vilano Management and Postal Fleet Services (St. Augustine)

Corporate Counsel (2020 – 2022)

- Advise other senior leaders on legal issues involved with operating a \$300M per year transportation company.
- Oversee regulatory compliance and respond to investigations from the Department of Labor that arise from 2,000 employees
- Oversee regulatory compliance and respond to investigations from the Department of Transportation involved with operating a fleet of over 1,500 tractor trailers
- Perform contract negotiations and draft vendor agreements, sub-contracts, real estate leases, employee leasing agreements, and equipment leasing agreements
- Handle personnel matters including disciplinary actions, lay-offs, non-disclosure agreements, draft personnel manuals, and oversee employee health & wellness plans
- Supervise litigation involving alleged wrongful termination (discrimination and retaliation), wage and hour disputes, breach of contract and insurance claims for trucking accidents

Florida Department of Business and Professional Regulation (Tallahassee)

Deputy Secretary of Professional Regulation (August 2017 – January 2019)

- Agency head in charge of six divisions and 20 professional boards
- Managed the regulation of over 900,000 professionals
- Responsible for the activities of over 450 employees
- Presented before legislative committees and conduct bill analysis

Executive Director, Florida State Boxing Commission (July 2014 - August 2017)

- Coordinated all professional boxing and mixed martial arts events throughout Florida
- Managed over 60 Commission staff and event officials
- Led project to re-write administrative rules governing combat sports
- Supervised sanctioning of reality television series “The Ultimate Fighter”

Deputy General Counsel (June 2013 - August 2014)

- Managed over 50 attorneys and office staff
- Supervised prosecution of 2,500 cases annually before agency’s professional boards

- Acted as legal advisor to General Counsel and senior managers
- Served as informal hearing officer
- Conducted bill analysis, handled legislative requests and responded to media inquiries

Chief Attorney (Oct. 2010 - June 2013)

- Managed over 15 attorneys and office staff
- Supervised prosecution of over 1,000 cases annually
- Conducted hearings before Construction Industry Licensing Board

Staff Attorney (Oct. 2008 - Oct. 2010)

- Prosecuted construction contractors for violations of Florida statutes and administrative rules

**Finlay Property Development, Construction and Property Management (Jacksonville)
Assistant Corporate Counsel (2005 – 2008)**

- Supervised due diligence for tax-credit, construction and perm loan closings
- Litigated cases involving breach of contract, liens and construction defects
- Conducted residential closings for in-house title company (Best American Title)

Biographical Sketch – Paul R. Waters

Paul Waters is a partner with the Vose Law Firm. He serves as City Attorney for the City of Bunnell, and as an assistant city/county attorney for each of the firm's other local government clients. Since joining the firm in 2022, Mr. Waters has handled most of the firm's appeals, including a recent victory after oral argument before the Sixth District Court of Appeals that upheld the validity of the City of Naples' fertilizer ordinance. This ruling paves the way for other local governments to maintain clean water free from harmful pollutants that cause algae blooms, fish kills and pose human health risks. In addition, Mr. Waters successfully defended a petition for writ of certiorari challenging a city's decision to deny a development permit application. He also litigates other permit denial cases and code enforcement lien foreclosures.

Mr. Waters has a wealth of government legal representation experience, having held various supervisory legal and executive positions within the Florida Department of Business and Professional Regulation (DBPR) over an eleven-year period. He served as Deputy Secretary, which is the Agency's most senior position in charge of regulating almost one million licensees and 20 of the State's largest regulatory boards, many that directly impact local governments, including the Construction Industry Licensing Board, the Building Code Commission, the Building Code Administrators Board, and the Real Estate Commission just to name a few.

As Deputy Secretary, Mr. Waters often testified before legislative committees and met daily with legislators and senior gubernatorial staff to resolve complex policy and legal

issues. In addition, Mr. Waters served as Deputy General Counsel, which is the lead attorney in charge of seventy prosecuting attorneys and support staff which prosecuted thousands of cases annually before the Agency's boards and the Division of Administrative Hearings. He also served as the Executive Director of the Florida Athletic Commission, which oversaw all professional boxing and MMA events held in the State, many of which were major televised events including the sanctioning of the reality television show "The Ultimate Fighter."

Finally, Mr. Waters served as the Agency's informal hearing officer for a contentious casino license denial case. The case made its way to the Florida Supreme Court, which upheld Mr. Waters' decision and legal analysis.

After leaving DBPR and prior to working for the firm, Mr. Waters served three years as General Counsel for a national transportation company, which was the second largest government contractor for the United States Post Office. In that role, he oversaw regulatory compliance with federal and state departments of labor and departments of transportation arising from over 2,000 employees and 1,500 tractor trailers. Mr. Waters settled lawsuits involving wrongful termination for alleged discrimination, alleged retaliatory firings of whistleblowers, and allegations of hostile work environment. He was instrumental in the dismissal of a Department of Justice investigation involving alleged unpaid fringe benefits and wages. Finally, Mr. Waters managed outside insurance attorneys defending the company in truck accident lawsuits, some of which involved fatalities.

After graduating the University of Central Florida with a Bachelor of Arts (BA) degree in Legal Studies from the University of Central Florida, Mr. Waters served as an environmental and zoning code enforcement officer for Volusia County where he enforced one of Florida's first sea turtle lighting ordinances that "darkened" almost 36 miles of Volusia's beachfront, a very controversial program at the time. It was that experience of presenting cases before Volusia County's Code Enforcement Board that led Mr. Waters to attend law school at the Florida Coastal School of law, where he received the degree of Juris Doctor.

Mr. Waters is licensed in Florida and Texas (inactive), and he is a member of the Middle District of Florida's Federal Court Bar. He is also a member of the Volusia County Bar Association. While not working, Mr. Waters enjoys spending time outdoors with his wife and 16-year-old son surfing, fishing, and jogging.

GARRETT M. OLSEN

Attorney, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Email: golsen@voselaw.com



EDUCATION AND BAR DATA

Law Degree: **Florida State University College of Law
Tallahassee, Florida**
J.D., *cum laude*
Certificate in Environmental, Natural Resources, & Land Use
Law, with *honors*
Dean's List

Undergraduate Degree: **University of South Florida
Tampa, Florida**
B.A. in Economics and Philosophy, *cum laude*
Dean's List

Member/Admitted: Florida Bar – Admitted and member in good standing – Bar
No. 1025600

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

Sun 'N Lake of Sebring Improvement District - Present

General Counsel – As General Counsel to an independent special district with a population of 9,000, responsible for providing legal advice to the district Board of Supervisors and other district boards at public meetings as needed, advising all district departments, drafting district and reviewing district resolutions and agreements, handling real estate transactions, and conducting litigation on behalf of the district.

Barefoot Bay Recreation District - Present

General Counsel – As General Counsel to the largest Ch. 418 recreation district in Florida, located in southern Brevard County, responsible for providing legal advice to the district Board of Trustees and other district boards at public meetings as needed, advising all district departments, drafting district and reviewing district resolutions and agreements, handling real estate transactions, and conducting litigation on behalf of the district.

Assistant City/Town/Village Attorney (Various Municipalities) - Present

Provides effective legal services and counseling to the cities of Daytona Beach Shores, South Daytona, Bunnell, Cocoa Beach, Anna Maria, and Brooksville; the Village of Indiantown, and the Town of Oakland with a client-centered approach. Duties include drafting ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representing municipalities throughout all phases of litigation, including developing and executing litigation strategies, drafting motions, pleadings, and written discovery, as well as preparing municipal staff and law enforcement officers for hearings; and advising boards on substantive and procedural legal issues during public hearings and workshops.

Okeechobee County (Okeechobee, FL) - Present

Assistant County Attorney – Executes comprehensive and quality legal strategies and services for the Board of County Commissioners. Duties include regular representation of the Okeechobee County Construction Industry Licensing Board and the Okeechobee County Planning Board at public hearings; preparing legal documents, including ordinances, resolutions, and contracts; advising and representing the County's building officials regarding the enforcement of the Florida Building Code and the International Property Maintenance Code; assisting in prosecuting code enforcement violations and related appeals; and representing the County in all related appellate litigation.

Cole, Scott & Kissane, P.A. (Orlando, FL)

Associate Attorney/ Law Clerk – Represented businesses and individuals in construction and commercial litigation matters. Practice included defending and asserting construction defect claims, including actions for breach of contract, contractual indemnity and defense, and other commercial claims. Drafted legal memoranda, motions, pleadings, and targeted written discovery to further client objectives. Negotiated and secured settlements on behalf of clients. Deposed expert witnesses in large, complex litigation cases. Led pre-trial process in construction defect case resulting in settlement for under targeted amount. Practiced under supervised practice program while studying for the Florida Bar from May 2020 to November 2020.

City of Tallahassee

City Attorney's Office (Tallahassee, FL) Law Clerk – Provided high-quality research memoranda on a range of legal issues. Drafted pleadings, motions, and written discovery. Attended deposition preparation meetings and observed hearings in federal court. Managed small-claims cases from factual intake phase to initiate litigation. Drafted advisory opinions for city leadership on federal and state constitutional issues. Assisted in developing and executing litigation strategies. Assisted in drafting contracts.

Cobb Cole, P.A. (Daytona Beach, FL)

Summer Associate – Provided high-quality, effective legal services and research for clients over two summers. Executed legal strategies through drafting legal memoranda, motions, pleadings, and written discovery in state and federal court. Attended hearings, mediations, and assisted in settlement negotiations. Drafted contracts. Assisted in preparing development agreement with Florida county for mixed-use project. Interacted with clients regularly and attended client meetings.

RECENT REPRESENTATIVE EXPERIENCE

- Represented Okeechobee County and the Okeechobee County Sheriff's Office in a civil action under 828.073, Fla. Stat., to take custody of neglected horses and dogs while securing \$60,000.00 judgement in County's favor.
- Represented the City of South Daytona in Florida's Fifth District Court of Appeal involving second-tier certiorari review of code enforcement fine reduction hearing concerning a nearly half-million dollar fine.
- Represented the City of Daytona Beach Shores in civil action under 828.073, Fla. Stat., to take custody of neglected dogs while securing judgment for all costs in City's favor.
- Represented the Okeechobee County Building Official on direct appeal of Construction Industry Licensing Board Decision to uphold the condemnation of buildings.
- Advised the City of Bunnell during a public meeting of legal requirements to adopt tentative millage and budget under Florida law.

BAR AND COMMUNITY RELATED ACTIVITIES

City, County & Local Government Law Section of Florida Bar
Environmental and Land Use Law Section of Florida Bar
Young Lawyers Division of the Florida Bar

PERSONAL

A native of Central Florida, Garrett is an Attorney for the Vose Law Firm and is an integral part of the firm's local government practice. Garrett regularly advises municipalities and counties on a range of legal issues, including representing numerous city and county boards during public hearings and related litigation.

Garrett received his Bachelor of Arts in Economics and Philosophy from the University of South Florida in Tampa, Florida. He then went on to earn a Juris Doctor and Certificate in Environmental, Natural Resources, & Land Use Law from the Florida State University College of Law. During his time at Florida State, Garrett focused primarily on litigation, land use, and related environmental courses. Garrett built on this area of focus as a summer associate with one of Central Florida's most respected law firms during both of his law school summers. However, it was not until Garrett worked as a law clerk for the City of Tallahassee that he became inspired to apply his love for litigation and land use law to a local government practice.

Following a litigation practice at one of Florida's largest civil litigation firms, Garrett found his home at the Vose Law Firm. Garrett now counsels local government clients in numerous areas, including representation in trial and appellate litigation, advising boards on substantive and procedural issues during public hearings and workshops, and training staff with an eye to avoiding litigation in the first place. Garrett enjoys the fast-paced, collaborative nature of local government representation and strives to deliver outstanding client-centered legal services to the firm's clients.

When he is not rooting on his South Florida Bulls or Florida State Seminoles, Garrett enjoys cooking, enjoying the outdoors at a golf course or on the water, and spending time with his friends and family.

STEPHANIE M. VELO

Attorney, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Facsimile: (407) 628-5670
Email: svelo@voselaw.com



EDUCATION AND BAR DATA

Law Degree: **University of Florida College of Law
Gainesville, Florida**
J.D. with Honors
Certificate in Real Estate and Land Use Law

Undergraduate Degree: **University of Hawaii
Honolulu, Hawaii**
B.A. in English and Spanish
Sigma Delta Pi National Collegiate Hispanic Honor Society

Member/Admitted: Florida Bar – Member in Good Standing – Bar No. 1025182

LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

Environmental and Land Use Law J.D. Fellowship
University of Florida Levin College of Law President's Scholarship
Book Award in Florida Administrative Law
Teaching Assistant for Conservation Real Estate and Legal Writing
Study Abroad, University of Costa Rica, International Environmental Law
Journal of Technology Law and Policy

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

Town Attorney – Town of Oakland, Florida. Present.

Provide comprehensive legal services to the Town of Oakland, a growing municipality in northwest Orange County. Attend all town meetings and provide the majority of legal services for the municipality.

Assistant City/Village Attorney (Various Municipalities) Present

Responsible for providing legal services to the cities of Anna Maria, Cocoa Beach, South Daytona, and Brooksville; and the Village of Indiantown. Duties include all legal work including, but not limited to, the drafting of ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representation of municipalities in litigation and other legal disputes; participation in public

hearings and workshops of the governing body; and providing written and oral legal opinions to municipal staff and public officials.

Okeechobee County (Okeechobee, FL) Present

Deputy County Attorney – Duties include assisting the County Attorney with providing comprehensive and quality legal services to the Board of County Commissioners; drafting and review of documents, including ordinances, resolutions, policies, and contracts; and attendance at public hearings before the Code Enforcement Special Magistrate and Construction Industry Licensing Board.

Monroe County (Key West, FL) Present

Special Counsel as to Code Enforcement Foreclosure – Duties include drafting pleadings and motions, evaluating the County's code enforcement liens, conducting legal research, and appearing at hearings on behalf of Monroe County.

Salter Feiber, P.A. (Gainesville, FL)

Law Clerk – Responsible for conducting legal research; drafting legal memoranda; reviewing real estate contracts, land surveys, title reports, and real property encumbrances; and assisting supervising attorneys with the drafting of pleadings and motions, as well as contracts, easements and other transactional documents.

Florida Division of Administrative Hearings (Tallahassee, FL)

Judicial Law Clerk – Clerked for Administrative Law Judge Cathy Sellers. Responsible for conducting legal research, drafting legal memoranda and final orders, reviewing evidence and proposed orders, and assisting the Administrative Law Judge through hearings conducted pursuant to Chapter 120, Florida Statutes.

Alachua Conservation Trust (Alachua, FL)

Legal Intern – Responsible for conducting legal research; reviewing title reports; drafting conservation easements, option contracts, and legal memoranda; and preparing conservation easement baseline documentation reports prior to closing.

BAR AND COMMUNITY RELATED ACTIVITIES

Florida Bar Section and Division Memberships:

City, County & Local Government Law Section of Florida Bar
Environmental and Land Use Law Section of Florida Bar
Real Property, Probate, and Trust Law ("RPPTL") Section of Florida Bar
Young Lawyers Division of the Florida Bar

Real Property Litigation Committee ("RPPTL" Section)

Volunteer Assistant – Assisted Committee Chair and Legislative Co-Liaison with evaluating proposed legislation affecting real property transactions and litigation. Prepared and gave presentations at Section/Committee meetings in order to educate Section members and evaluate their support for the proposed legislation.

LANGUAGE ABILITIES

Spanish – Conversational. While studying abroad in law school, analyzed Costa Rican environmental resource management law in order to develop recommendations for the management and conservation of the Tempisque Watershed and Parque Nacional Palo Verde, a national park designated to be a wetland of international importance under the Ramsar Convention and listed in the Montreux.

CHLOE E. BERRYMAN

Attorney, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Facsimile: (407) 628-5670
Email: cberryman@voselaw.com



EDUCATION AND BAR DATA

Law Degree: **University of Florida Levin College of Law**
Gainesville, Florida
J.D., *cum laude*
Top 10% of Class
Dean's List and President's Honor Roll

Undergraduate Degree: **University of Central Florida**
Orlando, Florida
B.S. in Psychology, *cum laude*
Burnett Honors College
Honors in the Major
Minor in Crime, Law, and Deviance
Certificate in Behavioral Forensics
Psi Chi Honors Society

Member/Admitted: Florida Bar – Member in Good Standing – Bar No. 1032129

LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

Order of the Coif
University of Florida Levin College of Law President's Scholarship
Book Award in Appellate Advocacy
Teaching Assistant for Legal Writing and Appellate Advocacy
Florida Law Review, Managing Editor
Vice President of the Criminal Law Association

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

Assistant City/Village Attorney (Various Municipalities) Present

Responsible for providing legal services to the cities of Anna Maria, Brooksville, Bunnell, Cocoa Beach, Daytona Beach Shores, and South Daytona; the Village of Indiantown; and the Town of Fort Myers Beach. Duties include all legal work including, but not limited to, drafting ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representation of municipalities

across all stages of litigation, including appellate litigation and other legal disputes; participation in public hearings and workshops of the governing body; providing written and oral legal opinions to municipal staff and public officials; and advising boards on substantive and procedural legal issues during public hearings and workshops. Guides and represents municipalities through union-related issues heard by the Public Employees Relation Commission (PERC).

Okeechobee County (Okeechobee, FL) Present

Deputy County Attorney – Provides comprehensive and quality legal services to the Board of County Commissioners. Duties include preparation and review of legal documents, including ordinances, resolutions, policies, and contracts; attendance at public hearings before the Code Enforcement Special Magistrate; and assisting in prosecuting code enforcement violations.

Counsel to the Okeechobee County Canvassing Board – Provides legal services, including written and oral legal opinions, to the Okeechobee County Canvassing Board and attends public meetings.

2024 Orange County Charter Review Commission (Orlando, FL)

Deputy General Counsel – Conducted research and prepared written legal opinions to assist the General Counsel in advising the 2024 Orange County Charter Review Commission (“CRC”) as to the legality and constitutionality of CRC actions and proposed charter amendments. Compiled, analyzed, and summarized data from historical documents, special laws, and local government charters throughout Florida.

2024 Pinellas County Charter Review Commission (Clearwater, FL)

Deputy General Counsel – Conducted research and prepared written legal opinions to assist the General Counsel in advising the 2024 Pinellas County Charter Review Commission (“CRC”) as to the legality and constitutionality of CRC actions and proposed charter amendments. Compiled, analyzed, and summarized data from historical documents, special laws, and local government charters throughout Florida.

Rohe Law, P.A. (Tavares, FL)

Summer Associate/Associate Attorney – Represented clients at various stages of family law litigation. Represented clients at fact-intensive hearings, including temporary relief hearings concerning alimony, timesharing, and child support. Drafted pleadings, motions, stipulations, proposed orders, and discovery requests and responses. Negotiated on behalf of clients at settlement conferences and mediations. Drafted settlement agreements to creatively resolve cases involving complex legal and factual issues. Second chaired dissolution of marriage trial involving minor children with psychological experts. Researched complex issues concerning a variety of areas of law including family law, constitutional law, real

property, trusts, and corporations. Drafted clear and organized memoranda analyzing research findings.

Intimate Partner Violence Assistance Clinic (Gainesville, FL)

Certified Legal Intern – Provided legal assistance to indigent survivors of domestic violence. Interviewed clients and developed safety plans tailored to each client's needs. Drafted pleadings and represented clients in court proceedings.

University of Florida, Levin College of Law (Gainesville, FL)

Research Assistant – Researched and analyzed complex legal and psychological issues, including the applicability of the insanity defense to police officers with Post-Traumatic Stress Disorder. Drafted detailed memoranda on findings.

Office of the State Attorney, Eighth Judicial Circuit (Gainesville, FL)

Summer Intern – Researched and analyzed case and statutory law to assist attorneys in prosecuting criminal felony cases. Analyzed and summarized evidence in preparation for litigation.

BAR AND COMMUNITY RELATED ACTIVITIES

City, County & Local Government Law Section of Florida Bar

Environmental and Land Use Law Section of Florida Bar

Young Lawyers Division of the Florida Bar

PROFESSIONAL PUBLICATIONS

Chloe E. Berryman, Note, *Holding Social Media Providers Liable for Acts of Domestic Terrorism*, 72 FLA. L. REV. 1329 (2020).

Chloe Berryman, Christopher J. Ferguson, & Charles Negy, *Social Media Use and Mental Health Among Young Adults*, 89 PSYCHIATRIC Q. 307 (2018).

MARIA RONDEL

Attorney, Vose Law Firm, LLP
324 West Morse Blvd.
Winter Park, Florida 32789
Telephone: (407) 645-3735
Facsimile: (407) 628-5670
Email: svelo@voselaw.com



EDUCATION AND BAR DATA

Law Degree:	Georgia State University College of Law Atlanta, Georgia J.D.
Undergraduate Degree:	Georgia State University Atlanta, Georgia B.A. in Journalism
Member/Admitted:	Florida Bar – Member in Good Standing – Bar No. 1038955

LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

Judicial Clerk for Judge Jason B. Thompson – Fayette County State Court (Fayetteville, GA)
Judicial Clerk for Chief Judge Geronda V. Carter – Clayton County Superior Court (Jonesboro, GA)
Secretary – Student Bar Association

PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

Assistant City/Town/Village/County Attorney – Various Local Governments Statewide. *Present.*

Responsible for providing legal services to the Cities of Anna Maria, Cocoa Beach, Daytona Beach Shores, Bunnell, and Brooksville; the Town of Fort Myers Beach; the Village of Indiantown; and Okeechobee County, Florida.

Duties include all legal work, including but not limited to the drafting of ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representation in litigation and other legal disputes; providing written legal opinions to municipal staff and public officials; drafting pleadings and motions, evaluating the municipal code enforcement liens, and conducting extensive legal research.

Associate Attorney – TK Law, P.A. (Altamonte Springs, FL)

Associate Attorney – Green Family Law, P.A. (Orlando, FL)

Associate Attorney – Justin Clark and Associates, PLLC (Maitland, FL)

BAR AND COMMUNITY RELATED ACTIVITIES

Florida Bar Section and Division Memberships:

City, County & Local Government Law Section of Florida Bar
Young Lawyers Division of the Florida Bar

LANGUAGE ABILITIES

Russian – fluent conversational and written language skills

SECTION 3

EXPERIENCE OF THE VOSE LAW FIRM



Approach to Providing City Attorney Services

"When our clients succeed, so do we!"

The most important services a city attorney can provide are: i) timely, accurate and thorough legal services that meet the needs of the city; ii) proactive resolution of pending claims to prevent future claims against the city; and iii) creatively formulate legal strategies to accomplish the goals of the City Commission. There are a myriad of ways to accomplish these goals, and the attorneys of the Vose Law Firm are skilled in achieving excellent results for their clients, and in keeping their clients out of unnecessary litigation.

Our firm uses a collaborative approach to legal services.

One way that the attorneys of the Vose Law Firm ensure timely, accurate, and thorough legal services for their clients is the use of a collaborative approach to the rendering of services. The attorneys and paralegals of the firm have regular weekly meetings to discuss pending issues and cases. As new issues arise, informal meetings are held daily to discuss them again. In this way, at any one time, more than one attorney in the firm is fully cognizant of outstanding issues. In the unlikely event that the attorney who is primarily responsible to a client is unavailable to deal with an emergency, there will always be a back-up attorney to provide the needed services. Opinions rendered by the attorneys of the firm are typically reviewed by another attorney in the firm before such opinion is issued.

If chosen to represent the City of St. Pete Beach, we propose that the Vose Law Firm would be named interim City Attorney, with **Ralf Brookes, Wade Vose, Becky Vose, and Nancy Stuparich as lead attorneys** for the City of St. Pete Beach. These lead attorneys are the most experienced partners of our firm, and they each have extensive experience representing coastal cities.

The collaborative approach to interim City Attorney services proposed for the City of St. Pete Beach is the same manner and approach utilized by our firm in its representation of its other local government clients. It is common that similar issues arise in multiple local governments, and our clients benefit, both financially and substantively from the collaborative representation by multiple attorneys in our firm. This collaborative approach to our representation of local government clients has historically worked extremely well to ensure uninterrupted, thorough, and expert representation of our local government clients. The axiom, "two heads are better than one," is almost always true, and nine heads are even better!

We understand that we work *for* the City Commission.

When our firm represents a city, we work *for* the City Commission, and we work *with* the city manager and city staff. In virtually all the local governments we represent we have an extremely cordial and positive relationship with *both* the elected governing body and the government staff. Our work is easier, and results are better, when the City Attorney, the City Manager, and staff work harmoniously, but rest assured, we understand that we work *for* the elected officials.

We also understand that we are not members of the City Commission – no one voted for us. Our personal policy preferences (even if we have any, which we usually do not) never influence our legal advice. All the attorneys of our firm are friendly and work well with others, but we are extremely strong willed when someone attacks or sues one of our clients. We only represent local governments, so we do not have to worry about divided loyalties when dealing with local businesses or developers.

We are dedicated to formulating creative legal strategies to accomplish the City Commission's goals.

We also understand that our job is not to be the ones who say “no” all the time. We’ve seen it time and again in interactions between commissions or staff and their attorney, where the attorney, unhelpfully, just says “no, we can’t do that” or “no, that’s illegal,” without helping to find an alternative.

Rather, our job, as we see it, is to creatively, insightfully, help you come up with a way to accomplish your goals. Often, we find that folks may have a goal they want to achieve, and also an idea about how to get there. Sometimes the way they think of getting there has some legal problems or risks, or sometimes it is outright illegal. But we see it as our job to see where you’re trying to get, and creatively say “we can’t get there this way, but we can get there this way or this way,” and then the goal you’re trying to accomplish would be legally defensible and on a much more secure footing.

When you need us, we *will* be there.

The attorneys of our firm are available to our clients at all hours and days, including weekends, holidays and evenings. We know that when our clients need us, we have to be available – and we are. All the attorneys of our firm always keep their cell phones available and turned on (except when muted during meetings). We also monitor our emails regularly.

Recently, Nancy Stuparich answered a quickly set up conference call relating to an emergency that had just occurred in one of our cities. Nancy answered the call even though she was on vacation out of state. After several minutes of discussing the situation, Becky Vose, who was also on the conference call, noticed a persistent whistling sound on

the phone. Becky asked what the sound was and Nancy, who is a tri-athlete, responded that she had answered the call at about mile 11 of a marathon that she was running. She had been fully participating in the conference call, making excellent recommendations to our client, while running a marathon. That is an example of the energy and enthusiasm our firm brings to our clients.

At any time, the full resources of the Vose Law Firm will be available to the City of St. Pete Beach. That includes the active involvement and representation by nine (9) highly experienced and competent local government attorneys of the firm. **The depth of field and legal expertise as to local government representation that will be available to the City of St. Pete Beach from the Vose Law Firm is the best available in Florida.**

We *only* represent local governments, not developers or vendors.

It is common for law firms to have several lawyers who sometimes represent local governments, while those same lawyers, and other lawyers in the same firm, also represent private clients. Those private clients often include clients that sue local governments, or that have direct dealings with local governments, such as developers or vendors. Those firms cannot help but have conflicts and divided loyalties.

Our firm is completely different because we *only* represent local governments. We do not represent clients that sue local governments. We also do not represent developers or vendors with interactions with local governments. We are extremely careful not to create situations in which our firm has a conflict with any of our local government clients. If chosen as interim City Attorney for the City of St. Pete Beach, our loyalty will never be divided.

The City of St. Pete Beach would receive our firm's highest priority, and we have the skills and availability to fully accommodate the City's work.

The Vose Law Firm has a fast paced and active practice; however, rest assured that we have the time, ability, and passion to provide prompt, high quality legal services to the City of St. Pete Beach. Because of our extensive history performing governmental attorney work, the attorneys of the Vose Law Firm have a thorough understanding of the scope of work that will be required of the interim City Attorney for the City of St. Pete Beach. Because we look to the long term while representing local governments, and because of our fixed fee arrangement with our clients, we will strive to keep the City out of trouble and proactively work with the City for the mutual benefit of the City and our law firm. **Again, when our clients succeed, so do we!**



Specific Municipal and other Local Government Experience by Topic

General Legal Services Performed for other Local Government Clients

The attorneys of the Vose Law Firm regularly attend meetings and advise City/County Councils/Commissions, as well as other boards, including but not limited to CRA, Planning and Zoning, Code Enforcement, for each of the governmental entities that we represent. We strive to get out in front of issues and encourage open communication and dialogue from government administration and board members. The Vose Law Firm regularly advises clients on the following matters:

- *Attendance and legal representation at County Commission, City Council, City Commission, and other board meetings*
- *The "Sunshine Law"*
- *The "Public Records Law" (sometimes referred to as FOIA)*
- *The ethical standards of elected and appointed officials and employees*
- *Home Rule*
- *Exercise of police power*
- *Practices and procedures of local governments*
- *Legislative vs. Quasi-judicial matters*
- *Voting conflicts*
- *Full and public disclosure of financial interest*
- *Parliamentary Procedures*
- *Other matters relating to public service as an elected official*
- *All other areas of municipal law*

The Vose Law Firm and its attorneys have provided such counsel to the myriad of local governmental agencies represented by them over the years when holding the following positions:

- 1) City Attorney, City of Naples, Florida
- 2) City Attorney, Cocoa Beach, Florida
- 3) City Attorney, Anna Maria, Florida
- 4) City Attorney, South Daytona, Florida
- 5) City Attorney, Daytona Beach Shores, Florida
- 6) City Attorney, Brooksville, Florida
- 7) City Attorney, Dade City, Florida

- 8) City Attorney, Deltona, Florida
- 9) City Attorney, Edgewood, Florida
- 10) City Attorney, St. Cloud, Florida
- 11) City Attorney, Eagle Lake, Florida
- 12) City Attorney, Longwood, Florida
- 13) City Attorney, Winter Garden, Florida
- 14) City Attorney, Bunnell, Florida
- 15) County Attorney, Okeechobee County, Florida
- 16) County Attorney, DeSoto County, Florida
- 17) Village Attorney, Indiantown, Florida
- 18) Town Attorney, Windermere, Florida
- 19) Town Attorney, Oakland, Florida
- 20) Town Attorney, Pierson, Florida
- 21) General Counsel to the Seminole County Supervisor of Elections
- 22) General Counsel to the Seminole County Tax Collector
- 23) General Counsel to the Pinellas County County Attorney Oversight Committee
- 24) Special Counsel to City of Indian River Shores to rewrite Land Development Code
- 25) Assistant City Attorney Marco Island, Florida
- 26) Assistant City Attorney Miami Lakes, Florida
- 27) City Prosecutor for City of Orlando
- 28) City Prosecutor for City of Edgewood
- 29) City Prosecutor for City of Winter Garden
- 30) City Prosecutor for the City of St. Augustine
- 31) Counsel to the City of Bradenton as to Charter matters
- 32) General Counsel to 2024 Orange County Charter Review Commission
- 33) General Counsel to 2016 Orange County Charter Review Commission
- 34) General Counsel to 2016 Pinellas County Charter Review Commission
- 35) General Counsel to 2016 Brevard County Charter Review Commission
- 36) General Counsel to 2018 Clay County Charter Review Commission
- 37) General Counsel to 2020 Alachua County Charter Review Commission
- 38) Counsel to the Pinellas County County Attorney Oversight Committee
- 39) Counsel to the 2021 Pinellas County Redistricting Board
- 40) Counsel to the City of Cocoa Beach Charter Review Committee
- 41) Counsel to the City of Bunnell Charter Review Committee
- 42) Counsel to the City of Deltona Charter Review Committee
- 43) Counsel to the Dade City Charter Review Committee
- 44) Counsel to the City of Longwood Charter Review Committee
- 45) Counsel to the City of Winter Garden Charter Review Committee
- 46) Counsel to the City of St. Cloud Charter Review Committee
- 47) Counsel to the Town of Pierson Charter Review Committee
- 48) Counsel to the Town of Oakland Charter Review Committee
- 49) Counsel to the Town of Edgewood Charter Review Committee
- 50) Counsel to City of Orlando Civil Service Board

- 51) Counsel to Eagle Lake Planning and Zoning Board
- 52) General Counsel for Green Swamp Land Authority
- 53) Special Counsel to City of Ocoee
- 54) Counsel to the City of Cocoa Planning and Zoning Board
- 55) Counsel to City of St. Cloud Planning and Zoning Board
- 56) Counsel to the City of Naples
- 57) Counsel to the Escambia County Planning Board
- 58) Special Counsel to City of Casselberry
- 59) Counsel to the City of Cocoa Beach CRA
- 60) Counsel to City of Orlando Historic Preservation Board
- 61) Counsel to the City of Deltona Collective Bargaining Committee
- 62) Counsel to the City of Cocoa Beach Board of Adjustment
- 63) Counsel to the City of Brooksville Planning Commission
- 64) Special Counsel to Orange County as to Environmental Claims
- 65) Counsel to the Dade City Planning Board
- 66) Counsel to the Naples Design Review Board
- 67) Counsel to the City of Orlando Zoning Board
- 68) Counsel to the City of Deltona Planning and Zoning Board
- 69) Counsel to the City of Naples Planning Advisory Board
- 70) Counsel to City of Orlando Board of Adjustments
- 71) Counsel to City of St. Cloud Civil Service Board
- 72) Counsel to the City of St. Cloud Code Enforcement Board
- 73) Counsel to the City of St. Augustine Code Enforcement Board
- 74) Special Litigation Counsel to Orange County Property Appraiser
- 75) Counsel to City of Longwood Code Enforcement Board
- 76) Attorney for Orange County Fire & Life Safety Code Board of Adjustments & Appeals
- 77) Counsel to City of Longwood Planning and Zoning Board
- 78) Counsel to the City of St. Augustine Planning and Zoning Board
- 79) Counsel to City of St. Cloud Pension Board
- 80) Counsel to the City of Orlando Board of Adjustments and Appeals
- 81) Special Counsel to Orange County as to §1983 Civil Rights Litigation
- 82) Attorney to the Orange County Code Enforcement Department
- 83) Special Counsel to the Orange County Sheriff's Office
- 84) Special Counsel to the Town of Oakland as to land development and litigation matters
- 85) Attorney for North Lake County Hospital Board of Trustees
- 86) Special Counsel to City of DeLand
- 87) Conflict Counsel/Special Counsel for City of Largo
- 88) Special Counsel to City of Orlando as to Eminent Domain matters
- 89) Special Counsel to Orange County as to Code Enforcement Foreclosures
- 90) Special Magistrate to the Lake County Value Adjustment Board
- 91) Special Magistrate to the Hillsborough County Value Adjustment Board
- 92) Special Magistrate to the City of Satellite Beach

- 93) Special Magistrate to the City of Davenport
- 94) Special Magistrate to the City of St. Augustine
- 95) Land Use Special Magistrate to Lake County
- 96) Special Counsel to the Orange County School Board as to eminent domain matters
- 97) Eminent Domain Mediation Services for Florida Turnpike Authority, FDOT, Seminole County, Orange County, Hillsborough County, Lake County, Polk County
- 98) Counsel to Florida State Court Administrator, Office of Court Education
- 99) Counsel to Florida Department of Business and Professional Regulation
- 100) Counsel to Florida House of Representatives
- 101) Special Counsel to Monroe County regarding code enforcement matters

Specific Legal Services Performed for other Local Government Clients

A. Administrative matters and proceedings

The Vose Law Firm's extensive administrative experience includes not only dealing with administrative matters and proceedings within the municipalities we represent, but also dealing with administrative matters and proceedings in state, federal and county venues.

B. Code of Ordinances, and Comprehensive Plan issues

The attorneys of the Vose Law Firm work every day on issues relating to code of ordinances, and comprehensive plans. We regularly draft and amend ordinances, comprehensive plan provisions. We also interpret ordinances, comprehensive plan provisions, and charter provisions (as applicable) as well as defend them in court.

C. Code Enforcement

The attorneys of our firm handle all code enforcement matters for all the governmental agencies we represent. In addition, the Vose Law Firm has represented the Orange County code enforcement department continuously since 1993 and also represents the code enforcement department in Monroe County. Our firm also has extensive experience litigating code enforcement matters in court, including code enforcement lien foreclosures and defense of suits against our clients relating to code enforcement.

D. Contract Law

The attorneys of Vose Law Firm have extensive experience drafting a plethora of contracts (routine and specialized) on virtually all subjects dealt with by local government agencies. We hold a license for unlimited access to AIA documents if those are desired to be used by the City in certain instances. In addition, the attorneys of our firm are extremely experienced in litigating issues relating to governmental contracts.

E. Drafting and reviewing Ordinances and Resolutions

Our firm regularly drafts, reviews and interprets ordinances and resolutions for our local government clients, and we also advise clients as to when new ordinances or resolutions may be necessary. We will draft or review every ordinance or resolution before it goes onto the agenda to ensure quality and legal sufficiency.

F. Federal, State and local ethics laws

As a part of our firm's representation of our clients as county or city attorney we are intimately involved in all aspects of ethics laws that apply to such counties or cities and its employees, officers, board members and vendors. As a regular part of the services we provide to our clients, our attorneys give the required Four Hour Ethics Course if requested as well as instruct other board members as to ethics matters while also providing information as to Sunshine Law and public records law matters.

G. Constitutional Law

A thorough understanding of both the Florida Constitution and the United States Constitution are absolutely vital to providing legal services to our governmental clients and all of our attorneys are well educated on these subjects and keep abreast of evolving case law regarding constitutional matters.

H. Other Federal, State and Municipal Laws & Ordinances

There are a plethora of federal and state laws that significantly impact local government law and the attorneys of the Vose Law Firm are extremely familiar with such laws and keep up with the ever evolving changes in the laws. As soon as we are hired by a governmental agency to act as its attorney, our attorneys become totally familiar with that client's ordinances.

I. Land Use and Zoning

The Vose Law Firm and its attorneys have practiced in the field of land use law as part of their representation of all their governmental clients over the years. Our attorneys have extensive experience writing and interpreting zoning and land use ordinances and comprehensive plan provisions and dealing with Florida's Comprehensive Growth Management Act, zoning, development agreements, platting issues, development orders, and enterprise zones. Nancy Stuparich has an MPA & MSP in Public Administration and Urban Planning from Florida State University and is a Redevelopment Professional (FRA-RP) certified by the Florida Redevelopment Association. Wade Vose has been instrumental in the development of the new comprehensive plan and land development regulations for Florida's newest municipality, the Village of Indiantown. Becky Vose

completed a re-write of the Town of Indian River Shores land development code. They have been involved in significant land use litigation on behalf of public clients. The reported case of City of Orlando vs. The School Board of Orange County was handled by Ms. Vose and helped establish the appellate law in Florida relating to the effect of municipal zoning on other public uses.

J. Litigation in State and Federal Courts

The Vose Law Firm has handled litigation in both state and federal courts for virtually all cities we have represented as city attorney. The firm currently is handling civil litigation for Okeechobee County, the City of Brooksville, the City of South Daytona, the City of Daytona Beach Shores and the City of Cocoa Beach. As outside counsel, our firm has successfully represented in litigation Orange County, the Orange County Property Appraiser, and Monroe County.

K. Leases and Agreements

Our firm has extensive experience in drafting and reviewing leases involving our governmental clients, whether the client is the landlord or the tenant. We are also adept at litigating issues relating to leases and other landlord/tenant issues.

L. Property Easements

The attorneys of the Vose Law Firm frequently draft and interpret property easements of all types for the local governments they represent. They also have extensive experience in the acquisition of easements for their clients.

M. Purchase, Lease and Sale of City Real Property

The attorneys of the Vose Law Firm regularly handle the purchase, lease and/or sale of real property on behalf of our clients. Currently, Becky Vose is handling the purchase by Fort Myers Beach of property for its new Town Hall, and recently handled the sale of property for the City of Daytona Beach Shores and handled litigation to clear title to certain land owned by the City of Cocoa Beach in preparation for the sale of the property to a third party.

N. Public Utility Matters

The attorneys of the Vose Law Firm handle all public utility matters for our clients. In addition, our firm has extensive experience rendering legal advice and drafting documents relating to utility taxes and utility franchise agreements. The representation of each of the clients of the firm has included the drafting and reviewing of numerous franchise agreements with various utility companies. The representation of the City of St. Cloud included handling the complex transaction between the Orlando Utilities

Commission and St. Cloud as to the “take over” of the St. Cloud electrical system by the OUC.

O. Public Records and Sunshine Law Matters

Rendering legal advice to our clients as to both public records and Sunshine Law matters is an almost daily occurrence for our attorneys. As a regular part of the services we provide to the clients we represent, our attorneys teach the required Four Hour Ethics Course if requested, as well as giving regular training on ethics, Sunshine law, and public records matters to other board members. In addition, we have experience litigating matters implicating the public records law and/or the Sunshine Law.

P. Provide advice and counsel at staff meetings as directed by the our governmental clients.

One aspect of getting in front of issues involves having an open dialog with staff about issues that will come before the Commission in future meetings. We encourage Commissioners and staff to call, text, or email us about any concerns they may have about an agenda item. Some issues require research or preparation, and we strive to resolve all relevant issues prior to the meeting so that the agenda item does not need to be pulled due to a legal concern.

Q. Address legal issues affecting financial matters of our clients, including user fees, impact fees, franchise fees, and special assessments.

Virtually all of our governmental clients over the last 50 years have received extensive assistance from the attorneys of our firm on financial matters, including, but not limited to, user fees, impact fees, and special assessments.

R. Review Requests for Proposals, bid invitation documents, development review applications, agenda items, and other pertinent matters as directed.

The attorneys of the Vose Law Firm regularly review, then assist and advise their local government clients on purchasing and procurement matters, development review applications, all agenda items, and any other legal issues that arise in the course of the representation of the governmental entities we represent.

S. Address and advise clients in community development issues including, but not limited to, land use law, Florida’s Comprehensive Growth Management Act, zoning, code enforcement, development agreements, development orders, developments of regional impact, and condemnation.

The Vose Law Firm and its attorneys have practiced in the field of land use law as part of their representation of virtually all their governmental clients over the years. Becky Vose

has been representing local governments for 50 years and has handled all manner of land use, zoning, CRAs, and other such matters. The attorneys of the Vose Law Firm have extensive experience writing and interpreting zoning and land use ordinances and dealing with Florida's Comprehensive Growth Management Act, zoning, redevelopment districts, code enforcement, development agreements, development orders, developments of regional impact, and enterprise zones. Wade Vose has been instrumental in the development of the new comprehensive plan and land development regulations for Florida's newest municipality, the Village of Indiantown. The Vose Law Firm completed a re-write of the Town of Indian River Shores land development code. They have been involved in significant land use litigation on behalf of public clients as well as private clients. The reported case of City of Orlando vs. The School Board of Orange County was handled by Ms. Vose and helped establish the appellate law in Florida relating to the effect of municipal zoning on other public uses.

T. Address and advise City in utility taxes and utility franchise agreements as they relate to Florida governmental agencies.

The Vose Law Firm has extensive experience rendering legal advice and drafting documents relating to utility taxes and utility franchise agreements. The representation of each of the clients of the firm has included the drafting and reviewing of numerous franchise agreements with various utility companies. The representation of the City of St. Cloud included handling the complex transaction between the Orlando Utilities Commission and St. Cloud as to the "take over" of the St. Cloud electrical system by the OUC. The firm is currently negotiating a new franchise agreement with Duke Energy for electrical service to the Town of Oakland.

U. Address and advise City on special assessments and special assessment collections and liens.

The Vose Law Firm has provided general legal services in the areas of special assessments and special assessment collection and liens for each of the governments represented by the firm. In addition, the firm did extensive work for the City of Longwood in reviewing and collecting long over-due special assessments, and the firm has represented Orange County as to CEB lien foreclosures and settlements for the last 25 years.

V. Address and advise governments in the additional following areas: Sunshine Law and public records law; home rule; exercise of police power; practice and procedures before local government land use issues, legislative, and quasi-judicial bodies; and all other areas of municipal law.

The Vose Law Firm regularly advises clients on the matters above as part of its day to day practice. These are among the most common questions facing local government officials, and as City Attorney, we encourage City staff and officials, including not just the City Commission, but also board members for advisory boards, to contact us if they

have any questions about any of these matters. Additionally, we remain in regular contact with county staff to advise staff on the law as well as providing opinions on best practices and procedures.

W. Responding to requests from City Commissioners or City staff within the time period required by the City.

The attorneys at the Vose Law Firm are aware that advising local governments is not strictly an 8 to 5 affair. It is our practice to answer every phone call from a client immediately unless we are in another meeting or in court. When possible, we text the person calling if we are not immediately available to let the caller know when to expect a return call. If something cannot wait, typically it will be easy for a client to reach out to another attorney in the firm and get answers to questions. We are available after hours and on weekends as well, whether for meetings or for situations that are time sensitive.

X. Representation of local governments in diverse litigation in state, federal and appellate courts, and Alternative Dispute Resolution experience.

All of the attorneys of the Vose Law Firm have significant experience with alternative dispute resolution techniques. Becky Vose became certified as a certified circuit court mediator in the 1990s and has mediated hundreds of cases, most of which involved at least one governmental agency.

Y. Condemnation (Eminent Domain) under Florida law

The Vose Law Firm's eminent domain experience includes the full range of eminent domain practice including initial pre-litigation advice and drafting of resolutions, preparation of all pleadings, numerous contested as well as uncontested Order of Taking hearings, settlement negotiations and drafting of settlement documents, mediations, jury trials, and appeals. In addition, they have extensive experience dealing with issues of public use, incidental private use, necessity, inverse condemnation, business damages, severance damages, damages to non-profit entities, historically significant properties, cost to cure, consolidation of parcels, and down-zoning issues. The firm has recently successfully completed eminent domain proceedings for the City of Deltona.

As both an Assistant City Attorney for Orlando and as Special Counsel to the City of Orlando, Ms. Vose represented the City of Orlando for over 15 years in eminent domain litigation. During that time, she represented the City as to numerous acquisitions including rights-of-way, pedestrian walkways, park lands, land for parking areas, easements for sewage transmission lines, sites for public utility facilities, as well as many other public use projects. As Special Counsel to the City, she handled on a contract basis the acquisition of the property for the Gertrude Walk pedestrian walkway through downtown Orlando as well as the City of Orlando Arena property, (Phases II and III). Ms. Vose also has extensive

experience as counsel to property owners of condemned land, and has acted as a certified circuit court mediator in over 100 eminent domain mediations.

Z. Counsel and legal services to local government pension boards, and work with employee pension plans including Florida Statutes, Chapter 175 and Chapter 185 Special Risk Plans

The attorneys of the Vose Law Firm have provided legal services to the Cities of Winter Garden, Longwood, Deltona, Edgewood, Eagle Lake, and St. Cloud relating to employee pension plans including Florida Statutes, Chapter 175 and Chapter 185 Special Risk Plans.

AA. All aspects of construction law and public works (water and wastewater) issues

The attorneys of the Vose Law Firm have extensive experience representing both public and private clients as to virtually all aspects of public works matters, including water and waste water issues, construction law including, but not limited to regulatory compliance, bid solicitations, bid protests, construction contracts, construction litigation, warranty issues, delay damages, etc. The firm has provided extensive legal services as to Public Works (water and waste water) issues for each city represented by the firm.

BB. The creation and administration of Tax Increment Financing Districts (CRAs)

The Vose Law Firm provided legal services to the cities of Naples, Cocoa Beach, Brooksville, Dade City, Winter Garden, Longwood, Edgewood, Deltona, Bunnell, and St. Cloud relating to Tax Increment Financing Districts (CRAs). In addition, as general counsel for the North Lake County Hospital Board of Trustees, the firm had significant experience challenging the authority of municipal tax increment financing districts from imposing charges on the special taxing district.

CC. Environmental law including representation before and negotiations with, various State and Federal regulatory agencies

The attorneys of Vose Law Firm have represented public and private clients with regard to environmental matters in conjunction with governmental representation and private real estate practice. As counsel to the Green Swamp Land Authority, such representation included extensive dealings with the Florida Department of Environmental Protection, the Department of Community Affairs, and two water management districts. While an Assistant City Attorney for Orlando, Ms. Vose worked on the permitting for the Iron Bridge Road Sewage Treatment Plant and for various drainage and other public works projects. As the City Attorney for Longwood, the firm represented the City in matters relating to a RCRA site on City property and was responsible for negotiations with the Florida Department of Environmental Regulation, [now the Florida Department of Environmental Protection (DEP)], and for matters relating to negotiations with the environmental company hired to evaluate the clean-up of the property.

The attorneys of Vose Law Firm have been extensively involved in the permitting of various environmental features have also represented numerous property owners in negotiations with the FDEP and in litigation over environmental contamination issues. Ms. Vose co-authored the book, *Environmental Survival Kit for Realty Professionals*, a book designed to protect realty professionals from losses due to environmental problems. The Florida Board of Realtors purchased the rights to such publication for purposes of including the publication among its educational materials.

DD. Collective bargaining/Labor Law

The Vose Law Firm has represented local governments it has represented as to numerous collective bargaining matters. The attorneys of the firm currently represent Okeechobee County in its ongoing negotiations with I.A.F.F. Local 2918 relating to city/county fire consolidation issues. In recent years, the attorneys of the firm recently handled the collective bargaining negotiations for the City of Deltona relating to the negotiations with I.A.F.F. Local 2913, and recently successfully concluded collective bargaining negotiations with the Fraternal Order of Police on behalf the City of Bunnell. The attorneys of the firm are now beginning the bargaining process for the fire union at the City of Brooksville. The attorneys of the Vose Law Firm also have extensive experience representing their cities in labor arbitrations, unfair labor practices issues, and general issues relating to employment law.

EE. Municipal and County Charters

The Vose Law Firm and its attorneys have extensive experience in representing cities and counties with regard to charter government, including but not limited to charter amendments, charter review, and the interaction of municipal and county ordinances under governing county charter provisions. Notably, Wade Vose and Vose Law Firm LLP have twice served as General Counsel to the Orange County Charter Review Commission, joining former Orange County Mayor and U.S. Senator Mel Martinez as the only other attorney to have served twice as General Counsel to the Orange County Charter Review Commission. Mr. Vose prepared the ballot title, ballot summary, and amended charter language for each of the 2012 and 2016 CRC-initiated charter amendments, with a specific focus on both clarity of the ballot language for the voter, and strict compliance with the exacting standards of Section 101.161, Fla. Stat. and the extensive specialized case law governing the wording of ballot referenda.

In 2013-2014, Mr. Vose served as counsel to the City of Bunnell Charter Review Committee, which was engaged in a comprehensive review of its city charter. Mr. Vose provided substantial legal and procedural guidance to that committee throughout its deliberations, resulting in Mr. Vose preparing the ballot titles, ballot summaries, and charter amendment language for seven (7) charter referendum questions placed on the municipal ballot. In 2014, Mr. Vose also served as counsel and facilitator to the City of Deltona Charter Review Committee, which resulted in three (3) charter referendum

questions prepared by Mr. Vose placed on the municipal ballot. Mr. Vose recently completed assisting the Town of Pierson with a comprehensive review and rewrite of its town charter, which had not been revised or modernized since 1929.

Mr. Vose and the Vose Law Firm also served as General Counsel to the 2016 Pinellas County (home of St. Petersburg, Clearwater, and Largo) Charter Review Commission, notably the formative first time that CRC has chosen an attorney unaffiliated with the Pinellas County Attorney's Office. Pinellas County is the most urbanized county in the State of Florida, and Mr. Vose and the Vose Law Firm represented that CRC as it reconsidered the balance of power between the County and its 24 municipalities, as well as between the County and its constitutional officers. In addition, Mr. Vose and the Vose Law Firm served as General Counsel to the 2016 Brevard County Charter Review Commission, 2018 Clay County Charter Review Commission, and the 2020 Alachua County Charter Review Commission.

FF. Municipal Bonds

The Vose Law Firm and its attorneys have extensive experience representing municipalities in a variety of municipal bond matters as local bond counsel. The firm has the appropriate expertise to work hand in hand with professional bond counsel and financial consultants to accomplish bonding for a variety of municipal purposes.

GG. Representation of clients relating to gambling issues and "Internet Cafes"

The Vose Law Firm and its attorneys have represented local governments in matters relating to gambling and Internet Cafes. The cities of Cocoa Beach, South Daytona, Bunnell, and Deltona have faced numerous issues as to illicit gambling activities in the city limits and the Vose Law Firm has provided expert legal services which successfully addressed those issues.

HH. Medical Marijuana issues

The attorneys of the Vose Law Firm have made numerous presentations on the subject of medical marijuana and the appropriate manner for local governments to deal with matters related to that subject. Wade Vose has made numerous public presentations to groups of local government officials on this subject, and has been on several television presentations on this issue. Both Wade Vose and Becky Vose have drafted medical marijuana ordinances for the respective clients they represent. Each client has dealt with the issue in a different way dependent upon the respective concerns of each of the local governments represented.

II. Bert J. Harris Act matters

The attorneys of the Vose Law Firm have been heavily involved in defending local governments in Bert J. Harris litigation. A few years ago, the City of Anna Maria received in the last year over 100 Bert J. Harris claims, and the local government lawyers of the Vose Law Firm were actively involved in handling those claims. Those claims have been settled with no financial payments by the City.

JJ. Vacation Rental Issues

The City of Anna Maria hired the Vose Law Firm as its City Attorney in the middle of its life and death struggle with Vacation Rentals that were about to “take over” the City. The Vose Law Firm drafted one of the State of Florida’s first Vacation Rental Ordinances and successfully defended that ordinance (which evolved over time) in five different legal challenges. The City of Anna Maria has one of the few Vacation Rental Ordinances that has withstood multiple legal challenges, and the City is now flourishing with well-regulated Vacation Rentals. The Vose Law Firm also recently wrote a Vacation Rental Ordinance for the City of Cocoa Beach, which has very different concerns regarding Vacation Rentals.

KK. Forfeiture

The attorneys of the Vose Law Firm have handled extensive forfeiture matters for the clients it has represent over the years. However, due to recent changes in legislation, the firm’s local government clients are not as inclined to file forfeitures due to prohibitively high costs involved (unrelated to legal expenses).

LL. Pension matters

The attorneys of the Vose Law Firm regularly interface with pension counsel representing various pension boards and give their cities legal advice regarding the effect pension matters will have on the governmental entity. The firm recently represented the City of Brooksville regarding the closing of a pension plan after the disbandment of that city’s police department.

MM. Representation of Government-Owned General Aviation Airport

Our firm also has extensive experience representing a government-owned general aviation airport. Our firm is County Attorney for Okeechobee County, which operates an active general aviation airport (ICAO: KOBE) and its associated Fixed Base Operator (“FBO”), and our firm has represented the airport in a multitude of matters, including, but not limited to advice concerning compliance with FAA Grant Assurances, disposal of derelict and abandoned aircraft under Sec. 705.183, Fla. Stat., acquisition of a FBO, operation by the County as an FBO, adoption of airport regulations, fees, and service charges under Sec. 332.08, Fla. Stat., hangar leases and evictions, FDOT certifications,

agreements with rental car providers, airport protection zoning, and specialized litigation involving an approved airport master plan.

NN. Other specific local government experience not listed above

The Vose Law Firm has also represented cities relating to the following matters:

- i) Civil rights defense – USCA, Title VII litigation
- ii) Litigation relating to qualifications for election
- iii) Redistricting to comply with Federal Court Orders
- iv) Disputes between governmental entities relating to zoning and land use
- v) Intergovernmental agreements
- vi) FEMA reimbursement issues
- vii) Labor law, employee disputes, and employee discharge hearings
- viii) Historic Preservation
- ix) Construction Industry Board of Appeals – establishment and representation
- x) Public Employee Relations Commission hearings and appeals
- xi) Adult entertainment and bookstore ordinances; bingo regulation
- xii) Trap, Neuter, Release feral cat control
- xiii) Plasmapheresis facility regulation
- xiv) Arbor ordinances and regulation
- xv) Sexual harassment litigation
- xvi) Age discrimination litigation
- xvii) Police legal advisor issues
- xviii) Alarm ordinance regulation
- xix) Cable TV regulation
- xx) Cell phone tower regulations
- xxi) Leasing of public property for private use
- xxii) Local counsel for bond issues
- xxiii) Land banking for future public use
- xxiv) Federal grant applications and administration
- xxv) Defense of inverse condemnation claims due to restrictive zoning
- xxvi) Marina leases
- xxvii) Sale/lease back agreements for city
- xxviii) Code Enforcement foreclosures
- xxix) Annexation disputes
- xxx) Noise ordinances
- xxxi) Inverse condemnation actions relating to environmental damages
- xxxii) Residential Prison Diversion Programs
- xxxiii) Mortgage Foreclosure Registration
- xxxiv) HUD Uniform Relocation Act requirements
- xxxv) Construction Regulation Boards
- xxxvi) ADA compliance issues

- xxxvii) Customary Beach Use Ordinances
- xxxviii) Declarations of Emergency
- xxxix) Dogs on the beach regulations and ordinance

Local Government Client References

City of Cocoa Beach – City Attorney

Comprehensive City Attorney Legal Services

Contact: Wayne Carragino, City Manager

Phone: 321-604-0601

City of Anna Maria – City Attorney

Comprehensive City Attorney Legal Services

Contact: Dan Murphy, Mayor

Phone: 941-228-7039

City of Daytona Beach Shores – City Attorney

Comprehensive City Attorney Legal Services

Contact: Kurt Swartzlander, City Manager

Phone: 386-547-9238

Town of Fort Myers Beach – Town Attorney

Comprehensive Town Attorney Legal Services

Contact: Andy Hyatt, Town Manager

Phone: 239-313-0895

City of South Daytona – City Attorney

Comprehensive City Attorney Legal Services

Contact: Les Gillis, City Manager

Phone: 386-322-3014

Okeechobee County – County Attorney

Comprehensive County Attorney Legal Services

Contact: Terry Burroughs, Vice Chairman

Phone: 863-697-6325

Village of Indiantown – Village Attorney

Comprehensive Village Attorney Legal Services

Contact: Guyton Stone, Former Mayor

Phone: 772-530-6357

City of Brooksville – City Attorney

Comprehensive City Attorney Legal Services

Contact: Blake Bell, Mayor

Phone: 601-573-6642

SECTION 4

FEE PROPOSAL



Fee Proposal

\$37,500 per month, all-inclusive including Litigation

The Vose Law Firm proposes to provide unlimited, and complete interim City Attorney legal services to the City of St. Pete Beach, including Litigation, for \$37,500 per month. That lump sum fee would include all the services described in the Request for Letters of Interest, attendance at meetings, litigation (including oversight and monitoring of litigation covered by insurance defense), local bond counsel work, and representation of the City's enterprise funds, but does not include Special Magistrate Services (which legally cannot be provided by either an inside or outside City Attorney due to conflict issues), insurance defense litigation, and general bond counsel work.

There would be no additional billing for any ancillary legal services, research expenses (such as Westlaw/Lexis fees), travel or miscellaneous expenses, (copying, phone, fax, courier, etc.) and no other costs or expenses, (other than the pre-approved out of pocket expenses mentioned below), that would be billed separately. There would be no other expenses or fees charged, regardless of the time needed or complexity involved in any legal matter. Pre-approved out of pocket costs, (such as court filing fees, and court reporter fees), would be billed at cost, with no mark-up or multiplier.

Our flat fee proposal would give complete budgetary certainty as to interim City Attorney and litigation attorney expenses of the City, while providing unlimited access to the best local government legal talent available in the state.

Hiring our firm on a flat fee is the equivalent of having a large in-house legal staff at a small fraction of the cost. From our experience, litigation cannot always be avoided, and sometimes litigation is needed to proactively protect the best interests of the city. Those are the times when legal expenses can get out of hand if the city is paying for its legal services by the hour. Our clients believe that it is a wise choice to pay a flat fee that includes litigation fees each month to ensure budgetary certainty and prevent the frightening experience of out of control legal costs.

Many governmental agencies with attorneys who charge an hourly rate can suffer "sticker shock" when unexpected litigation occurs, or a unique and time-consuming legal issue arises, and legal fees get extremely high. An example is a Volusia County municipality, Ponce Inlet, with a population of approximately 3,000, that was represented by an attorney who charged hourly fees for litigation and was faced with legal fees of well over \$5 million dollars that were the product of 12 years of litigation over a land use

matter. That litigation was settled in 2019 with both parties ending up paying their own legal fees, and both parties essentially “walking away”.

Our fixed fee structure (including day to day legal services, litigation and all special projects) protects our governmental clients from such an experience. Having a law firm that does not charge additional fees for litigation can also be extremely helpful in negotiating a resolution of a dispute. When one side of a dispute is not fearful of runaway legal fees, (such as a local government with a fixed fee attorney contract including litigation), and the other side has such fears, the non-fearful party definitely has a “leg-up” in the negotiations.

Our fixed fee arrangement would provide budgetary certainty and would result in the City of St. Pete Beach having *unlimited* access to and support from nine (9) highly skilled and experienced local government attorneys. This arrangement would take the fear of litigation costs out of the equation when third parties threaten litigation if the City does not meet the demands of that third party.

The attorneys of the Vose Law Firm have realized over the years that an all-inclusive retainer results in more frequent contact between the attorneys on one side, and the staff and elected officials on the other, which almost always results in less “false starts,” and unintentional legal errors by staff. The end result in having the government’s lawyers involved in projects and work from the very beginning, is that litigation is avoided, and legal work to “fix” a problem is kept to a minimum. The attorneys of the Vose Law Firm wish to truly be a part of the City of St. Pete Beach and work diligently to keep the City out of trouble and ensure the smooth running of the City without unnecessary litigation or problems.

The attorneys of our firm understand that governmental entity that has a reputation of vigorously defending its interests will be the object of fewer lawsuits. Therefore, our firm strives to maintain the delicate balance of providing legal advice that serves the best interests of the government while avoiding unnecessary litigation. But if litigation becomes necessary, the Vose Law Firm vigorously provides a strong and effective offense or defense as needed. It is our firm’s belief that our best interests are inexorably tied to the best interests of our clients. **If our clients benefit, so do we!**

GRAYROBINSON

CITY OF ST. PETE BEACH

Interim City Attorney

September 18, 2024

PREPARED BY

Julia Mandell
Real Estate and Land Use Section Chair
813.273.5110
julia.mandell@gray-robinson.com

Jeffrey Gibson
Shareholder
813.273.5063
jeffrey.gibson@gray-robinson.com

gray-robinson.com

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LETTER OF INTRODUCTION

The City of St. Pete Beach
John K. Taylor, Procurement Manager
155 Corey Avenue
St. Pete Beach, Florida 33712

September 18, 2024

Dear Mr. Taylor,

On behalf of GrayRobinson, we are pleased to offer this letter of interest to provide Interim City Attorney services to the City of St. Pete Beach ("the City"). It is our intent to provide the City with Interim City Attorney Services; we do not intend to apply as the City's permanent City Attorney. This will allow our team of professionals to assist the City in identifying the right person or firm for that role while acting as the attorney of record for the City during this interim time.

Enclosed are the qualifications detailing our team's professional capabilities and accomplishments. We believe we are uniquely prepared to help carry out your vision of maintaining a distinct sense of community values that foster an environment of innovation, resiliency, sustainability, and inspiration.

AWARENESS

GrayRobinson attorneys serve as general and special counsel to dozens of cities and counties throughout the state. Through representation of governmental entities, GrayRobinson attorneys have a true depth of experience in ethics and public records law, general municipal law, procurement and contract issues, governmental ethics, public utilities, labor and employment, litigation, and all other aspects of governmental operation. This wealth of experience gives us a significant advantage in managing the scope of work anticipated in the representation of the City and provides us with the existing relationships and experience to help your organization overcome obstacles and harness momentum on behalf of its clients and staff.

EXPERIENCE

The GrayRobinson team includes city and county attorneys who represent clients such as the City of Tampa, Hillsborough County, Tampa Sports Authority, Hillsborough County School District, Hillsborough County Transit Authority, City of South Pasadena (City Attorney), and Hillsborough Area Regional Transit Authority. This inside experience enables us to provide clients with a unique perspective on the most efficient and effective course to meet their objectives.

COMMITMENT

We are honored to pursue this interim position with the City because serving Florida's local communities is at the core of our culture. Beginning with the founding partner of GrayRobinson, Charlie Gray, who served as Orlando City Solicitor and later as Orange County Attorney, the core understanding shared throughout the firm is the vital importance of giving back to our communities. In Charlie's own words, "If you grow your community, you will grow your firm." Our current roster of clients includes more than 100 Florida cities, counties, and special districts located throughout the state.

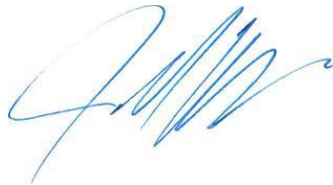
For 54 years, GrayRobinson professionals have been devoted to representing Florida communities. We strongly believe in utilizing the state's legal and legislative arms for the direct benefit of local communities and everyday citizens. We are passionate about the growth and betterment of our state, including the fortitude of both the communities where we live and work and the various platforms and people so nobly dedicated to building economic stability and vibrancy throughout Florida.

I hope you will recognize the exclusive assets of our team's professionals and favorably consider this letter of intent. We look forward to hearing from you.

Regards,



Julia Mandell
Real Estate and Land Use Section Chair
GrayRobinson



Jeffrey Gibson
Shareholder
GrayRobinson

FIRM OVERVIEW

THRIVING WHERE OPPORTUNITY AND RISK CONVERGE.

GrayRobinson is a multidimensional team of professionals providing integrated legal, lobbying, and regulatory services to leading and emerging businesses, state and local governments, industry stakeholders, and entrepreneurs nationwide. We are agile, adaptable, and fully embedded to deliver results at the local, state, and federal levels.

We thrive where opportunity and risk converge. For us, growing and protecting your enterprise is a collective endeavor that requires a diverse network of talent and a clarity of ideas to overcome constraints and harness forward momentum. Our strategies and approach go beyond the conventional. We're focused on outcomes – not barriers – to help create possibilities, cultivate conditions for optimal growth, and build resilience to rapid change.

INFORMED BY THE PAST, WITH OUR EYES ON YOUR FUTURE.

Grounded by more than fifty years of service and advocacy, we are intimately connected to Florida's dynamic economy. Our people have helped transform commerce and communities across the Sunshine State, and our growing ecosystem of resources and relationships has expanded to our nation's capital and beyond. We collaborate with clients nationally from 15 key markets in Florida and Washington, D.C.

BUILT ON INDIVIDUAL INSTINCTS, SHAPED BY SHARED EXPERIENCES.

Built on individual instincts and shaped by our shared experience, we support and develop professionals who collaborate across service lines to strengthen strategic alliances, tap meaningful spheres of influence, and reframe critical conversations. We evolve alongside our clients in pursuit of new and different ways to help rewrite the future of business.

Practice and Industry Groups

GrayRobinson provides individualized service backed by the resources needed to efficiently and creatively represent our clients. The breadth of services offered by GrayRobinson eliminates the obstacles associated with managing multiple outside lawyers, advisors, and firms to meet your legal and legislative needs. With more than 80 practice and industry groups, state and federal lobbying services, and nearly 300 attorneys and advisors, we will put our resources to work for the City.

- Administrative and Regulatory
- Admiralty and Maritime Law
- Alcohol Beverage
- Antitrust and Trade Regulation
- Appellate and Trial Support
- Attorney General Defense
- Aviation and Drone Law
- Banking and Finance
- Bankruptcy and Creditors' Rights
- Cannabis Industry
- Class Action Defense
- Communications, Broadband, and New Media
- Construction
- Corporate
- Criminal and White Collar Defense
- Data Privacy and Security
- Education
- Elder Law
- Election Law
- Eminent Domain and Condemnation
- Entertainment and Sports
- Environmental and Sustainability Law
- ERISA and Employee Benefits

- ESOPs
- Estate Planning
- Exempt Organizations
- Family Law
- Food Law
- Franchising and Licensing
- Government Affairs and Lobbying
- Health Care
- Health Information Technology
- Higher Education
- Hospitality
- Immigration
- Insurance Defense
- Intellectual Property
- International
- Labor and Employment
- Land Use Law
- Latin America Capital Flight
- Litigation
- Media and First Amendment Law
- Managed Care
- Mediation and Alternative Dispute Resolution
- Medicaid Planning
- Medical Malpractice Defense
- Mergers and Acquisitions
- OSHA
- Personal Injury
- Petroleum
- Probate
- Product Liability and Toxic Tort
- Professional Liability Defense
- Public Finance
- Real Estate
- Religious Organizations
- Residential, Resort, and Club
- Restaurant
- Securities
- Securities Litigation, Arbitration, and Regulatory Practice
- Senior Housing
- Special Needs Law and Advocacy
- Subrogation
- Taxation
- Technology Transactions
- Tobacco
- Trade Secret, Noncompete, and Unfair Competition
- Transportation
- Trusts
- Utilities
- Venture Capital
- Wealth Transfer

BOCA RATON

One Boca Place
2255 Glades Road
Suite 301E
Boca Raton, FL 33431
561.368.3808

FORT LAUDERDALE

401 E. Las Olas Blvd.
Suite 1000
Fort Lauderdale, FL 33301
954.761.8111

FORT MYERS

1404 Dean St.
Suite 300
Fort Myers, FL 33901
239.340.7979

GAINESVILLE

643 SW 4th Ave.
Suite 110
Gainesville, FL 32601
352.376.6400

JACKSONVILLE

50 N. Laura St.
Suite 1100
Jacksonville, FL 32202
904.598.9929

KEY WEST

221 Simonton St.
Key West, FL 33040
305.294.0252

LAKELAND

One Lake Morton Drive
Lakeland, FL 33801
863.284.2200

MELBOURNE

1795 W. NASA Blvd.
Melbourne, FL 32901
321.727.8100

NAPLES

999 Vanderbilt Beach Road
Suite 612
Naples, Florida 34108
239.598.3601

ORLANDO

301 E. Pine St.
Suite 1400
Orlando, FL 32801
407.843.8880

TALLAHASSEE

301 S. Bronough St.
Suite 600
Tallahassee, FL 32301
850.577.9090

TAMPA

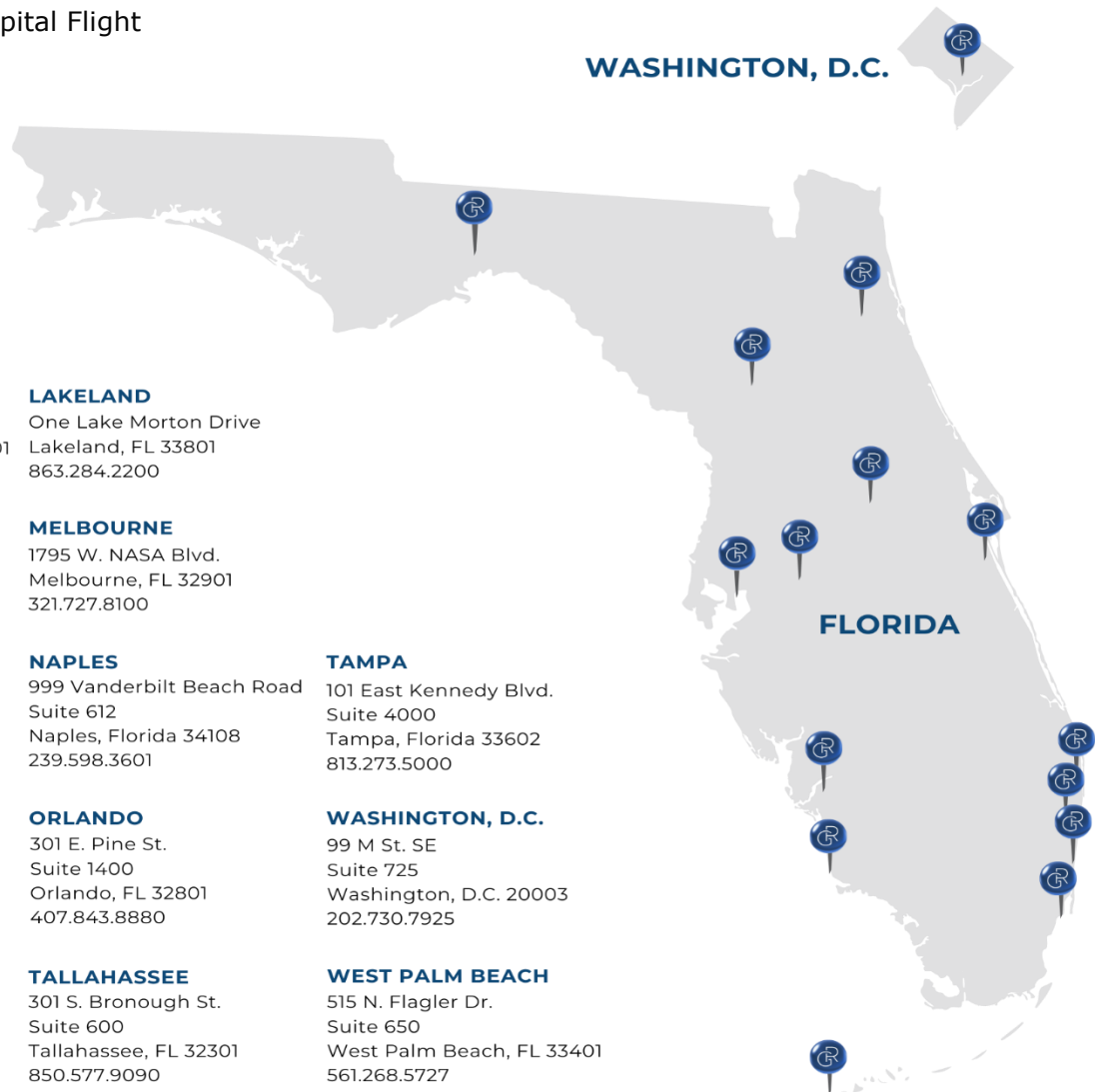
101 East Kennedy Blvd.
Suite 4000
Tampa, Florida 33602
813.273.5000

WASHINGTON, D.C.

99 M St. SE
Suite 725
Washington, D.C. 20003
202.730.7925

WEST PALM BEACH

515 N. Flagler Dr.
Suite 650
West Palm Beach, FL 33401
561.268.5727



LOCAL GOVERNMENT FOCUSED EXPERIENCE

GrayRobinson serves as city, county, or town attorney to over a dozen municipalities and general counsel to many special districts and quasi-governmental entities. We have also represented hundreds of clients before governmental entities relating to everything from bidder's protests to complex entitlement and zoning matters and successfully advocated for our client's objectives at all levels of government.

We have a vested interest in the City's success. GrayRobinson professionals have been devoted to federal, state, and local representation for more than five decades on behalf of Florida's local governments.

Ethics and Public Records

Through the firm's representation of more than 40 counties and municipalities, GrayRobinson has extensive experience and depth in home rule law, public records law, sunshine law, governmental ethics, and all other aspects of governmental operation, including the State Code of Ethics for public officers and employees, as well as the legal requirements related to the fiduciary responsibilities of board members and the proper conduct of board meetings. Our attorneys have facilitated, led, or advised on the proper conduct of board meetings for public and semi-public entities and have executed the drafting, editing, and negotiating of all manner of contracts, agreements, and ordinances.

General Municipal Law

For over 50 years, GrayRobinson professionals have engaged in the development and implementation of comprehensive legal services on behalf of Florida's cities, counties, and special districts. Our dynamic and well-rounded team has extensive experience, invaluable relationships, and the vision to meet and exceed our clients' goals before key stakeholders.

The proposed team is exceptionally knowledgeable in government and agency procurement, competitive bidding, bid protests, and contracting policies and requirements. In that regard, we have assisted with negotiation, preparation, and litigation pertaining to a wide variety of client contracts, including various agreements between cities, counties, and state and federal governmental agencies and development agreements. Our litigation team has extensive experience in representing public entities in a variety of matters, including claims involving negligence, employment, contracts, public records, real estate, and many others. Our government affairs experience advocating for (and against) substantive legislation, pursuing worthy consortium arrangements, advocating within and successfully working the amendatory and appropriations processes, and our general understanding of federal, state, and local legislative and executive advocacy makes GrayRobinson ideally suited to serve the City.

GrayRobinson professionals have served as counsel to the State of Florida, the House of Representatives, legislators, cities, and counties throughout the last several decades. Due to our excellent relationships with elected and appointed officials at the local and state levels, we have successfully represented public sector clients before Florida governmental entities on everything from legislative appropriations to procurement, land use matters, and everything in between. In short, the GrayRobinson team is highly involved in Florida's government and political processes, and we understand how state and local government truly work.

Many of GrayRobinson's attorneys and consultants began their careers, or invested portions of them, inside the Florida Legislature, the Governor's Office, and state agencies. In fact, the professionals at GrayRobinson include two former speakers of the Florida House of Representatives; a former secretary of the Florida Department of Environmental Protection; a former chief of staff for the Florida Department of Professional and Business Regulation; a former state Senator; a former Florida House and Senate general counsel; a former Florida governor chief of staff; former counsel to the speaker of the Florida House; multiple local government finance and policy experts; and former political consultants. This inside experience enables GrayRobinson to provide clients with a unique perspective on the most efficient and effective means of meeting their objectives.

Contracts and Procurement

Our contract negotiation and preparation attorneys provide counsel on complicated ordinances, resolutions, agreements, and financing documents on major projects. We have extensive experience in advising our public sector clients on contract performance and guiding them to dispute resolution, and successfully provide legal work for municipalities in Florida, including best practices for government procurement procedures and regulations.

The proposed team is exceptionally knowledgeable in government and agency competitive bidding, contracting policies and requirements, and a variety of procurement matters on both the public and private sides. Serving as counsel for multiple local governments, our team has regular oversight over numerous formal solicitations and subsequent protests of those solicitations. In addition, the team has significant experience on the private side, representing vendors before governmental entities on both Requests for Proposals and Invitations for Bids. This representation includes pre- and post-bid work. Our attorneys have substantial experience reviewing and advising staff on these issues, including compliance with state procurement statutes and rules, compliance with the sunshine laws, and bid protests. We have also worked with Federal Acquisition Regulations in the course of reviewing and negotiating contracts and grants with federal agencies. In addition, we have also served as a procurement hearing officer for governmental entities.

Public Utilities

GrayRobinson's utilities lawyers have a long history of representing water, wastewater, solid waste, telecommunications, gas, and electric utilities throughout the state of Florida. Our utilities lawyers have represented clients in numerous transactions for the purchase and sale of entire water and wastewater facilities. We have assisted our electric utility clients with power plant permitting and siting issues and have negotiated all manner of agreements associated with the ongoing operation and maintenance of power generation facilities. We have more recently assembled a team to address the needs of the growing number of private power plant developers who must navigate the siting and permitting process in Florida.

Our team is able to offer assistance and counsel to public utilities in the permitting and construction of new facilities, as well as the purchase and sale of existing facilities and the associated transfer of permits. We also represent operational utilities in rate cases before the Florida Public Service Commission.

Employment Law

The proposed team represents leading public sector employers across Florida in all aspects of labor and employment law. Our team provides strategic counsel to employers on equal opportunity, sexual harassment, labor relations, and wage and hour disputes including advising on Title VII and Florida Civil Rights Act (discrimination and retaliation), Fair Labor Standards Act (wage and hour matters), Equal Pay Act, Age Discrimination in Employment Act, Family and Medical Leave Act, Americans with Disabilities Act, Worker Adjustment and Retraining and Notification Act, as well as public sector whistleblower statutory provisions. Our team focuses on providing day-to-day counsel and advice in an effort to avoid the need to respond to formal administrative agency charges or litigation in either state or federal courts. That being said, once an employee or employee group elects to pursue an administrative charge or to file suit, our team has extensive experience in vigorously defending public sector employers against collective and class actions as well as single-plaintiff claims.

Additionally, the team has extensive experience in advising local governments on union related issues on the administration and negotiation of collective bargaining agreements with the applicable collective bargaining groups such as The International Association of Firefighters and The Communication Workers of America.

Our team also provides counsel to public clients on constitutional, ethics, and sunshine law requirements and provide general legal counsel to governmental, quasi-governmental, and nonprofit boards.

Litigation

GrayRobinson's litigation attorneys are committed to providing powerful representation throughout the state of Florida and are experienced at every level of the court system, including all Florida state courts and all federal courts up through, and including, the U.S. Supreme Court and the Federal Court of Claims. At GrayRobinson, we seek innovative solutions for our clients. As part of our client-centered approach we evaluate all available options to resolve disputes, including negotiation, arbitration, mediation, and other creative yet less obvious solutions. GrayRobinson has built its reputation on efficient, cost-effective, persistent, and determined representation of its clients.

GrayRobinson administrative litigators are experienced in every phase and type of Chapter 120 proceedings on behalf of both governmental agencies and petitioners, and several have extensive experience representing agencies and vendors in administrative and civil litigation matters arising under Chapter 287. Our representation has included rule challenges, bid protests, administrative hearings, contested disciplinary matters, and licensing issues. We have appeared before the Department of Administrative Hearings, the Florida Real Estate Commission, the Florida Commission on Human Relations, the Department of Business and Professional Regulation, and multiple local government transportation authorities, counties, and school boards.

Our attorneys understand the importance of aggressively managing litigation costs when representing governmental clients in litigation, especially where liability is capped by sovereign immunity. We regularly and successfully defend government clients from the full spectrum of liability exposure, including claim bills filed in the Florida Legislature. In common practice, a claim bill results when a plaintiff seeks compensation

through the Florida Legislature for a verdict that is more than the applicable sovereign immunity limits. GrayRobinson attorneys have deep experience successfully defending government clients against claims bills.

REFERENCES

HILLSBOROUGH COUNTY SCHOOL DISTRICT

Contact: Dr. Marie Whelan, Chief of Staff

Email address: marie.whelan@hcps.net

Phone number: 813.272.4986

Service Summary: GrayRobinson attorneys have served as outside general counsel to the Hillsborough County School District and its superintendent for the past nine years. As the largest employer and landowner in the county, the School District entrusts us with all legal matters, including labor and employment, public records, procurement, and real estate.

TAMPA SPORTS AUTHORITY

Contact: Eric D. Hart, President/CEO

Email address: ehart@tampasportsauthority.com

Phone number: 813.350.6516

Service Summary: GrayRobinson attorneys serve as general counsel to the Tampa Sports Authority, providing general legal services, labor and employment counsel, board counsel, including public records and sunshine law, and drafting and reviewing various contracts, license agreements, and other documents.

HILLSBOROUGH AREA REGIONAL TRANSIT AUTHORITY

Contact: Scott Drainville, Interim Chief Executive Officer

Email address: drainvilles@gohart.org

Phone number: 813.394.6665

Service Summary: GrayRobinson attorneys serve as General Counsel to the Hillsborough Area Regional Transit Authority, providing general legal services, board counsel, including public records and sunshine law, and drafting and reviewing various contracts, license agreements, and other documents.

TAMPA PORT AUTHORITY

Contact: Charles Klug, Principal Counsel

Email address: cklug@tampaport.com

Phone number: 813.905.5140

Service Summary: GrayRobinson attorneys serve as special counsel to Port Tampa Bay on a variety of matters, including real estate, land use, and environmental transactional and litigation matters.

FEE STRUCTURE

At GrayRobinson, we value our work with local governments and strive to establish mutually beneficial fee arrangements that provide both predictability and transparency to our clients. We propose that hourly rates be implemented at a discounted hourly rate, as detailed below, for all services above and beyond the 40-hour-per-month threshold.

Should the City request government affairs and lobbying services at any time during our engagement, we would negotiate that agreement separately from this fee proposal.

ATTORNEY	STANDARD RATE	DISCOUNTED PROPOSED HOURLY RATE FOR THE CITY
Julia Mandell	\$695	\$310
Jeffrey Gibson	\$625	\$310
Zoila Lahera	\$395	\$250
Kristen Gray	\$290	\$250

GRAYROBINSON TEAM



Julia C. Mandell

Real Estate and Land Use Section Chair

julia.mandell@gray-robinson.com
813.273.5000

Focus

- Government
- Real Estate
- Land Use Law
- Environmental and Sustainability Law

In-the-trenches legal advisor representing private and public clients in regulatory and policy matters at the local and state level. Former Tampa City Attorney and served as chair of Mayor Jane Castor's Development Services and Support Advisory Team.

Julia Mandell is a uniquely talented, process-oriented lawyer advising governmental and business clients throughout the Tampa Bay area. After serving as a long-time public lawyer, she now focuses on counseling and consulting, bringing more than 25 years of invaluable in-house experience to her municipal services practice. Julia works alongside clients to navigate and translate the intricacies of government law and public policy issues. Her particular brand of inside expertise is especially timely and sought after by clients as governmental operations continue to be impacted by the current complicated regulatory climate. Julia helps clients get from point A to point B, translating bureaucracy into meaningful action.

Board certified by The Florida Bar in City, County, and Local Government Law, Julia counsels clients on land use, zoning, development, permitting, real estate, environmental, eminent domain, entitlement, telecommunications, and litigation associated with these areas. She also assists clients in managing procurement issues, having served as a procurement hearing officer for governmental entities, and handles contract negotiations with government agencies and public infrastructure projects. Known for her candor and patience, Julia partners with small and large governmental entities, as well as business clients of all sizes and types in the commercial real estate, health care, transportation, restaurant and hospitality, and cannabis sectors. Notable clients include the Tampa Sports Authority, Hillsborough County School Board, Hillsborough County Transit Authority, Strategic Property Partners, City of South Pasadena, ZooTampa at Lowry Park, and Advent Health. She frequently collaborates with GrayRobinson professionals in the alcohol beverage, corporate, government affairs and lobbying, real estate, and litigation practice areas.

Julia has always enjoyed the interplay between her public service and private practice, weaving the two together seamlessly for the benefit of her clients and colleagues. She served for more than a decade with the Tampa City Attorney's Office, spending the last three years as city attorney, where she was only the second woman to hold that position. Previously, she served as an assistant county attorney for Hillsborough County.

Notable Work

- Negotiated the contract between the Tampa Sports Authority and the NFL for Super Bowl LV at Raymond James Stadium.
- Provided regulatory assistance in the development of Water Street Tampa, a significant mixed-use project in Downtown Tampa.
- Facilitating land use applications in the City of Tampa and Hillsborough County to site much-needed public schools for the School Board of Hillsborough County.
- Guiding local permitting approvals for Cigar City Brewing's Spruce Street Brewery and Tap Room.
- Currently serves as the City Attorney for the City of South Pasadena.

Recognition

- *Best Lawyers in America*, Government Relations Practice, Land Use and Zoning Law, Litigation - Municipal, Municipal Law, 2024
- *Tampa Bay Business Journal*, BusinessWoman of the Year Awards, 2024

Insights

- "Development Agreements in Florida: The 'Multiverse' of Agreements," Florida Municipal Attorneys Association (FMAA) 40th Annual Seminar, July 29, 2022
- Moderator, "New Year = New Biden Administration: What Should We Expect?" GrayRobinson Webinar, January 13, 2021

Media

- "Meet Julia Mandell, a 2024 BusinessWoman of the Year honoree," *Tampa Bay Business Journal*, March 28, 2024
- "Tampa luxury condo planned at Bayshore synagogue: a way to coexist?," *Tampa Bay Times*, May 4, 2023
- "Tampa Garden Club says Bayshore tower could close facility," *Tampa Bay Times*, December 20, 2022

Affiliations

- Adjunct Professor, Masters in Urban and Regional Planning, University of South Florida, 2023
- Mayor Jane Castor Advisory Team
 - Development Services and Support, Chair, 2019
- Accendo LEADForward Roundtables, 2021
- Leadership Tampa, 2015
- Westshore Alliance, Board Member

Credentials

- J.D., University of Florida College of Law, 1995
- B.A., University of Florida, with High Honors, 1992
- Board Certified by The Florida Bar in City, County and Local Government Law

Admissions

- Florida
- U.S. Court of Appeals for the 11th Circuit
- U.S. District Court for the Middle District of Florida



Jeffrey W. Gibson

Shareholder

jeffrey.gibson@gray-robinson.com

813.273.5000

Focus

- Government
- Education
- Labor and Employment
- Litigation
- Real Estate

Seasoned legal advisor with deep experience in labor and employment law, government affairs, and complex civil litigation. Delivering strategic counsel and guiding clients through regulatory challenges and high-stakes disputes.

Jeffrey "Jeff" Gibson is a highly respected and trusted legal advisor known for exceptional representation of individuals, businesses, and local governments across Florida. He serves as outside general counsel to Hillsborough County Public Schools and represents local government entities throughout the Tampa Bay region. Jeff offers comprehensive legal guidance on labor and employment matters, public records laws, and the full spectrum of government affairs, helping clients navigate the complexities of government law and public policy.

With over two decades of experience, Jeff has built a formidable practice in labor and employment law and general commercial litigation. He provides strategic counsel to employers on equal opportunity, sexual harassment, labor relations, and wage and hour disputes while vigorously defending them against claims.

Jeff's extensive civil litigation experience includes successfully defending clients in medical malpractice cases, ADA litigation, and complex business contract disputes. His track record of securing valuable outcomes includes negotiating favorable settlements, trying cases in both state and federal courts, and delivering compelling appellate arguments at state and federal levels.

Notable Work

- Representing Hillsborough County School Board for nearly a decade.
- Negotiated bargaining unit contracts for the three union groups within the school district.
- Provided counsel to the Hillsborough County School District in all manner of legal issues related to the closure and opening of the District during the COVID-19 pandemic.

Affiliations

- American Bar Association
- The Florida Bar
- Hillsborough County Bar Association
- Leadership Tampa
- Greater Tampa Bay Chamber of Commerce
 - Public Policy Committee
- Hillsborough County Arts Council
 - Board of Directors
- Tampa Bay Business Committee for the Arts
 - Board of Directors

Credentials

- J.D., University of Florida, 2001, *cum laude*
 - Law Review, Senior Management Editor
- B.A., University of Tampa, 1998, *magna cum laude*
 - Oxford University Study Abroad Program

Admissions

- Florida
- U.S. District Court for the Southern, Middle, and Northern Districts of Florida
- U.S. Court of Appeals for the Eleventh Circuit



Zoila Lahera

Senior Associate

zoila.lahera@gray-robinson.com

813.273.5000

Focus

- Education
- Litigation
- Real Estate
- Land Use Law
- Government

Skilled advisor and insightful communicator serving individuals, businesses, and local governments. Analyzes complex legal issues and delivers well-reasoned solutions to clients across Florida.

As a senior associate in the GrayRobinson Tampa office, Zoila Lahera is a key member of the Government and Litigation Sections. She is skilled at advising and defending clients in corporate and partnership disputes, as well as various business torts, including fraud, breach of fiduciary duty, noncompete matters, and deceptive trade practices. Zoila also provides comprehensive legal services, adroitly handling commercial landlord/tenant disputes, real property ownership and use rights, and breach of contract cases.

Zoila honed her skills as a judicial intern for the Honorable Michael J. Scionti in the Thirteenth Judicial Circuit Court, where she enriched her capabilities in legal research and writing, case analysis, courtroom procedures, communication, ethics, oral advocacy, and analytical thinking.

Recognition

- *Best Lawyers in America*, Ones to Watch, Commercial Litigation, 2022-2024
- William F. Blews Pro Bono Service Award, 2018

Affiliations

- The Florida Bar
- Hispanic National Bar Association

Credentials

- J.D., Stetson University, 2018, *cum laude*
 - Stetson Law Review, Senior Associate
- B.A., University of South Florida, 2015, *cum laude*

Admissions

- Florida
- U.S. District Court for the Middle District of Florida

Languages

- Spanish



Kristen Gray

Associate

kristen.gray@gray-robinson.com

813.273.5000

Focus

- Real Estate
- Land Use Law
- Litigation

Passionate attorney committed to efficient and transparent counsel to help ensure a positive client experience.

Kristen Gray, an associate attorney in the GrayRobinson Tampa office, is a valuable asset to the firm's Real Estate and Land Use Section. Kristen works with government clients and business owners to advise them on regulatory and policy matters, as well as assists with eminent domain cases for both property owners and condemning authorities. She is also currently serving GrayRobinson municipal clients, including the City of South Pasadena.

Additionally, Kristen has experience spanning all stages of litigation, both in and out of the courtroom, Kristen excels in discovery, defending depositions, drafting motions, conducting thorough research, and preparing for trial, including the examination of expert witnesses.

While in law school, Kristen worked as a summer associate at GrayRobinson, where she first began honing her skills in various litigation areas, including family law, labor and employment law, and construction law, laying the foundation for a successful legal career.

Credentials

- J.D., Pepperdine University School of Law, 2022, *magna cum laude*
 - Pepperdine Law Review
- B.A., Baylor University, 2018

Admissions

- Florida
- California

VERNIS & BOWLING

ATTORNEYS AT LAW • EST. 1970

81990 Overseas Hwy. 3rd Flr. Islamorada, Florida 33036 • Telephone: 305-664-4675 • Facsimile: 305-664-5414

September 18, 2024

VIA ELECTRONIC MAIL

City of St. Pete Beach, Florida
c/o Procurement Manager, John K. Taylor
jtaylor@stpetebeach.org

RE: City of St. Pete Beach, Florida Interim Attorney

Dear St. Pete Beach City Commission and Mr. Taylor,

I am submitting the following as a proposal to serve as the City of St. Pete Beach's Interim Attorney. I thank you for the opportunity to apply to work for the city and appreciate your inquiry.

BACKGROUND

Vernis and Bowling of the Florida Keys, P.A. has nearly 100 years of service based on the combined experience of their attorneys that serve in the public sector and focus on local government law. Our firm's current clients include:

The School Board of Monroe County	(1997 – present)
Florida Keys Mosquito Control District	(1997 – present)
Key Largo Fire and Emergency Service District	(2006 – present)
North Fort Myers Fire District	(2023 – present)
City of Layton	(1999 – present)
City of Key Colony Beach	(2020 – present)
Florida Department of Transportation (FDOT)*	(1997 - present)
Florida Highway Patrol (FHP)*	(1997 - present)
Florida Department of Environmental Protection (FDEP)*	(1997 - present)

Additionally, our firm previously served as Interim City Attorney for the City of Marathon (2015-2016 and 2020-2021).

Primarily, with regard to the State of Florida entities, representation has been for purposes of litigation. I and the members of my firm have tried both jury and non-jury trials to nearly all judges in this County from Small Claims to Circuit Court as well as representing government clients before Federal Courts in the Southern District of Florida. Members of my firm also have

DELAND, FL
FORT MYERS, FL
HOLLYWOOD, FL
ISLAMORADA, FL

JACKSONVILLE, FL
MELBOURNE, FL
MIAMI, FL
NORTH PALM BEACH, FL

PENSACOLA, FL
ST. PETERSBURG, FL
TAMPA, FL
BIRMINGHAM, AL

MOBILE, AL
ATLANTA, GA
JACKSON, MS
CHARLOTTE, NC
CHARLESTON, SC

experience throughout all Florida Appellate Courts, and I personally have argued before the Supreme Court of the State of Florida.

In our capacity as counsel for several Monroe County local governments, we have extensive experience with public contracting, bidding/procurement issues, labor and employment practices, land use, as well as an extensive amount of experience in open government and public record laws.

SERVICES

Our firm will attend all meetings as needed. We will always be available for advice and counsel to all elected and appointed officials and City boards. The firm intends to fully utilize communications media technology (CMT) when possible. The firm maintains offices in both Tampa and St. Petersburg Florida as well, and has the ability to have local presence, and when required, physical presence of one or more of its senior government group. The physical presence of a senior government group member would require a negotiated stipend, depending upon the duration. We are prepared to provide the level of service indicated in the request.

The city would be billed at our government rate of \$205.00 per hour for senior attorneys (+5 years' experience,) \$195.00 per hour for junior attorneys (less than 5 years' experience), and \$130.00 per hour for paralegals.

I have included a resume for all attorneys who may be called upon to assist when necessary. Additionally, please feel free to speak with any member of the above-referenced clients, or any members of the administration of these entities to discuss the quality of our work.

Thank you for your time and consideration. I am confident that my team and I can provide top notch, cost effective, local representation for the City of St. Pete Beach. I sincerely hope that we can work together.

Sincerely,

/s/ Dirk M. Smits

Dirk M. Smits, B.C.S.

Cell: 305-393-0561

dsmits@florida-law.com

For the Firm

LAW OFFICES

VERNIS & BOWLING OF THE FLORIDA KEYS, P.A.

Vernis & Bowling, P.A.

Summary of Qualifications

Firm Proposal Overview:

- No charge/time entries for telephone calls and other communications (including nights and weekends) between the Firm and Commissioners.
- Attendance at monthly meetings as required.
- Hourly rate of \$205.00/hr for senior attorneys (+5 years' experience,) \$195.00/hr for junior attorneys (less than 5 years' experience), and \$130.00/hr for paralegals.
- Our firm has decades of experience providing legal counsel for local governments and municipalities.

Attorneys Responsible for Fulfilling Firm Duties:

Two primary attorneys are proposed, plus two back up attorneys.

- Dirk M Smits, B.C.S. will be the primary contact, particularly for Commissioners and Executive Staff.
- Phillip Jones, Esq. will provide additional legal work as needed, supervised by Dirk M. Smits, as well as physical appearance at meetings as required.
- Scott C. Black, Esq. and Janette M. Smith, Esq. will provide any backup needed legal assistance should both Mr. Smits and Mr. Jones be unavailable.

Other attorneys throughout our full-service law firm are available depending on the particular legal needs being addressed.

Applicant Information

Dirk M. Smits, B.C.S.
Vernis & Bowling, P.A.
81990 Overseas Hwy., 3rd Floor
Islamorada, FL 33036
305-664-4675
DSmits@Florida-Law.com

Dirk M. Smits, B.C.S. (admitted to Florida Bar 12/03/1991) (Resume and Profile attached)
Phillip Jones, Esq. (admitted to Florida Bar 09/29/2016) (Resume and Profile attached)
Scott C. Black, Esq. (admitted to Florida Bar 04/28/1999) (Resume and Profile attached)
Janette M. Smith, Esq. (admitted to Florida Bar 09/20/2006) (Resume and Profile attached)

All of the aforementioned attorneys are currently licensed to practice in the State of Florida and are in good standing with the Florida Bar.

Dirk M. Smits is Board Certified in City, County and Local Government Law. Mr. Smits has been Board Certified for over 18 years.

Qualifications of the Firm

- i. The Firm designates Dirk M. Smits, B.C.S., as the primary designation for St. Pete Beach City Attorney in conjunction with Phillip Jones, Esq. as the secondary attorney responsible to the St. Pete Beach City Commission.
- ii. See attached resumes and profiles of Dirk M. Smits, B.C.S., Phillip Jones, Esq., Scott C. Black, Esq., and Janette M. Smith, Esq. Dirk Smits is Board Certified in City, County and Local Government Law and has been for over 18 years.
- iii. Vernis & Bowling, P.A. has been serving the needs of its clients since 1970. Vernis & Bowling is a full-service law firm. Our firm has extensive experience representing all facets of city, county and local governmental entities. Additionally, Vernis & Bowling currently has 127 attorneys in 17 offices located throughout the Southeastern United States with 11 offices located in Florida.
- iv. The Firm finds no existing conflicts. The Firm would, of course, comply with Florida Bar and Florida ethics requirements relating to representation of the St. Pete Beach City Commission as it relates to existing and future clients.
- v. Insurance - The Firm has \$1,000,000 (\$2,000,000 aggregate) in Commercial General Liability, \$1,000,000 in Automobile Liability and Workers Compensation and a \$10,000,000 umbrella and excess liability policy. In addition, the Firm as \$5,000,000 in Professional Liability, excess Professional Liability and excess umbrella liability. The St. Pete Beach City Commission would be a certificate holder insured on the Firm's insurance policy.

Firm Overview

In meeting our goals of unsurpassed service and cost-effective legal representation, our attorneys give the client a prompt and thorough analysis covering issues such as all ethics laws, Sunshine law issues, meeting procedure, construction projects and liability defense. We strive to provide our clients with creative solutions. We identify and focus on the issues which are preventing closure and resolve them.

To further our goal of providing the most cost-effective and exceptional representation possible, our firm gives its attorneys a strong team of support staff, including certified legal assistants, secretaries and paralegals. The firm is also equipped with a state-of-the-art, fully networked computer system that enables its attorneys to have both local and remote, immediate access to e-mail communications, Communications Media Technology (CMT), and legal research for the most current court decisions and statutory revisions. Our attorneys provide cell phone contact information to enable our Commissioners to have immediate and unfettered access at all times, including nights and weekends.

By partnering with Vernis & Bowling, we look forward to providing you with our full range of legal services.

Dirk M. Smits, B.C.S.
VERNIS & BOWLING, P.A.
81990 Overseas Highway, Third Floor
Islamorada, FL 33036
Tel: (305) 664-4675



**DIRK M. SMITS
FIRM MANAGER
VERNIS & BOWLING
OF THE FLORIDA KEYS, P.A.**

ATTORNEYS AT LAW
81990 OVERSEAS HIGHWAY
ISLAMORADA, FL 33036

TELEPHONE: (305) 664-4675

FACSIMILE: (305) 664-5414

EMAIL: DSMITS@FLORIDA-LAW.COM

EDUCATION

University of Miami School of Law, Coral Gables, FL
Juris Doctor graduated Cum Laude

A.B. Freeman School of Business, Tulane University, New Orleans, LA
Bachelor of Science in Management with concentration in accounting.

Organizations:

Academy of Defense Trial Attorneys (selected membership 1/100,000 Defense Attorneys)
Chairman, Bar Grievance Committee 16A (2010)

Board Certified in City, County and Local Government Law

EXPERIENCE

Firm Managing Member, VERNIS & BOWLING OF THE FLORIDA KEYS, P.A., Islamorada, FL
June 1997 – Present.

Board Certified (expert) in City, County and Local Government Law. Responsible for full-time handling of all aspects of arbitration, trial, general commercial representation and appellate practice in Monroe County, Florida. Handled all phases of construction of five schools and the Florida Keys Mosquito Control District headquarters. Attorney for the Florida Keys Mosquito Control District, School Board of Monroe County, Florida Keys Children's Shelter, City of Layton, Key Largo Fire Rescue and EMS District and the State of Florida Department of Transportation (Litigation), and City of Marathon (former City Attorney).

Areas of Practice

Areas of practice primarily include public sector liability, public finance, procurement and contracts, land use and zoning, eminent domain, employment law, sunshine law and public records law, home rule powers and ethics.

Trial/Appellate Experience

Litigation and trial experience in State and Federal Courts in Monroe, Miami-Dade, Broward and Palm Beach Counties in Florida. Appellate experience in 3rd and 4th DCA, and the Florida Supreme Court.

Trial and Appellate decisions include:

Florida Dept. of Transportation v. Juliano 801 So.2d 101 (Fla 2002).
Coregis Ins. Co. v. Mosquito Control Special Taxing Dist., 838 So.2d 1100 (Fla. 2002)
Mosquito Control Dist. of Florida v. Coregis Ins. Co., 327 F.3d 1307 (11th Cir. 2003)
Mosquito Control Dist. of Florida v. Coregis Ins. Co., 281 F.3d 1207 (11th Cir. 2002)
Perez v. Pain Management Center of South Dade, Inc., 995 So.2d 506 (Fla. 3d DCA 2008)
Frins v. Deutsche Bank Nat. Trust Co., (Fla. 3d DCA 2013), (2013 WL 1664389)
Bates v. Islamorada, Village of Islands, (11th Cir. 2007)
National Powerboat Ass'n, Inc. v. Calabro, 652 So.2d 508 (Fla. 3d DCA 1995)
Kmart Corporation v. Helen Roberts, (Fla. 3d DCA 1999)
Mark Smith v. City of Marathon, et al., (Fla. 3d DCA 2005)
Diane Scott v. Monroe County School District, (Fla. 3d DCA 2006)
Paul E. Bates, etc., v. Islamorada, Village of Islands, (Fla. 3d DCA 2007)
Paul E. Bates, d/b/a Coconut v. Islamorada, Village of Islands, (Fla. 3d DCA 2007)
Keys Home Theater, Inc. v. Murphy Dale, (Fla. 3d DCA 2008)
Key Largo Corporation v. Gail Cuty, etc., (Fla. 3d DCA 2011)
Gail Cuty v. Key Largo Corporation, (Fla. 3d DCA 2011)
Joseph J. Frins, et al. v. Deutsche Bank National, (Fla. 3d DCA 2012)
Keys Katie, LLC, etc. v. Michael P. Vagnoni, (Fla. 3d DCA 2013)
James Bellizzi v. Islamorada, Village of Islands, (Fla. 3d DCA 2013)
Coastal Construction of Monroe, Inc. v. The School Board of Monroe County, (Fla. 3d DCA 2014)

Federal Trial decisions include:

Digennaro v. Malgrat, et. al. (2021 WL 3025322)
Jane Doe No. 53 et. al. v. The School Board of Monroe County, Florida
Uphoff v. Wachovia Securities, LLC., (2010 WL 2966720)
All Underwriters at Lloyd's of London subscribing to Policy No. 98AM590-325 v. Black Jack Boats, Inc., (2001 WL 34719297)
Brown v. Brown, (2005 WL 3702774)

Administrative Proceedings and Trials include:

Gruntal & Co. Inc. v. Popper, (1997 WL 821140)

Mr. Dirk M. Smits, for the School Board of Monroe County, Fla. AGO 2012-30 (Fla.A.G.), (2012 WL 4343747)

Mr. Dirk M. Smits, for the School Board of Monroe County, Fla. AGO 2003-37 (Fla.A.G.), (2003 WL 21996024)

Retreat House, LLC., Petitioner v. Pamela C. Damico and Department of Environmental Protection, Respondents, (2012 WL 1680954), (Fla.Dept.Env.Prot.)

United Teachers of Monroe, Local 3709, FEA, AFT, AFL-CIO, Charging Party, v. School District of Monroe County, Florida, Respondent, 38 FPER ¶ 288

Retreat House, LLC., Petitioner v. Pamela C. Damico and Department of Environmental Protection, Respondents, (2012 WL 168934), (Fla.Dept.Env.Prot.)

Publications

Smits, D.M. and E. Fussell, 2004, Introduction to Florida Sunshine Law, In: Rutledge, C.R. (Ed.) Florida Mosquito Control Handbook, Third Edition, Florida Mosquito Control Association, Ft. Myers, FL. 7 pp.

Personal

Full-time resident of Key Largo since June 1997. Enjoys scuba diving and fishing. Married 29 years with two children, who both graduated from Coral Shores High School in Islamorada, FL, and one grandson, Noah.

Phillip T. Jones, Esq.

Department Managing Attorney

Vernis & Bowling of the Gulf Coast, P.A.

Attorneys At Law

2203 N. Lois Avenue Ste. 711

Tampa, FL 33607

Telephone: (813) 712-1700

Facsimile: (813) 712-1701

E-mail: pjones@florida-law.com

EDUCATION

Stetson University College of Law, J.D. Gulfport, FL

Juris Doctor graduated Cum Laude

- High Grade Award in Federal Taxation of Estates, Gifts, and Trusts
- Mathew Bender Elder Law Book Award

Florida State University, B.S. Tallahassee, FL

Social Sciences Interdisciplinary

EXPERIENCE

Department Managing Attorney, VERNIS & BOWLING OF THE GULF COAST, P.A.,
Tampa, FL 2016 – Present.

Phillip has clients in thousands of disputes in the areas of Personal Injury Protection (PIP) and First Party Property claims. Phillip has also represented clients on hundreds of cases in the areas of construction defect, bodily injury/uninsured motorist claims, and premises liability.

Summary Judgment decisions include:

- Lapsley, Danielle v. Sara Reid (Pasco County)
- Milian-Capote v. Citizens Property Insurance Corporation (Hillsborough County)
- Silvio Abreu Jorge v. Citizens Property Insurance Corporation (Hillsborough County)
- Dinanath v. Citizens Property Insurance Corporation (Hillsborough County)

Personal

When Phillip is not vigorously advocating for his clients, he enjoys fishing, Tampa Bay sports, and playing music.

Scott C. Black
Department Managing Attorney
Vernis & Bowling of The Florida Keys, P.A.
Attorneys At Law
81990 overseas Highway, Third Floor
Islamorada, FL 33036
Telephone: (305) 664-4675
Facsimile: (305) 664-5414

EDUCATION:

Stetson University College of Law, St. Petersburg, FL
Juris Doctor graduated Cum Laude

Florida State University, Tallahassee, FL
Major Criminology/Criminal Justice – Minor Business

Florida Keys Community College, Florida Keys
A.A. business/education

Organizations: Upper Keys Bar Association
Bar Grievance Committee 16A (Present)
The Good Health Clinic (Board Member)

EXPERIENCE:

VERNIS & BOWLING OF THE FLORIDA KEYS, P.A., Department Managing Attorney,
Islamorada, FL (April 1999-Present)

Senior Associate responsible for office and associate attorney management. Manage and maintain a full service general practice case load with a focus on defending governmental and institutional clients, their insureds, officers, agents, and employees. Represent clients at all stages of litigation to include state, federal, and administrative pre-litigation, litigation, trial, and appellate proceedings. Through Vernis & Bowling served as legal counsel to the City of Layton, City of Marathon, Florida Keys Mosquito Control District, and the Key Largo Fire Rescue and EMS District.

Non-litigation experience includes providing day-to-day representation for governmental clients with a focus on contracts, procurement, personnel issues, and general legal representation. Extensive experience negotiating, drafting, and providing advice and oversight for construction and capital improvement projects.

Trial/Appellate Experience:

18 years litigation and trial experience at the State, Federal, and Administrative levels. Appellate experience in 3rd District Court of Appeals (multiple areas of law), and the 11th Circuit Court of Appeals (maritime insurance contract dispute).

Appellate decisions include:

New Hampshire Ins. Co. v. Sea Ventures, 107 Fed. Appx. 184 C.A.11(2004)
Campbell v. Shores at Coco Plum Condo. Ass., Inc, 882 So.2d 1015 (Fla. 3d DCA 2004)
Osborne v. Board of County Com'rs, 937 So.2d 699 (Fla. 3d DCA 2006)
L.A.M.A. Land Mgt. v. Ferro, 964 So.2d 699 (Fla. 3d DCA 2006)
Diane Scott v. Monroe County School District, (Fla. 3d DCA 2006)
White v. Buckwalter, 971 So.2d 853 (Fla. 3d DCA 2007)
Bates v. Islamorada, Village of Islands, (11th Cir. 2007)
Paul E. Bates, etc., v. Islamorada, Village of Islands, (Fla. 3d DCA 2007)
Paul E. Bates, d/b/a Coconut v. Islamorada, Village of Islands, (Fla. 3d DCA 2007)
Esbin v. Erickson, 987 So.2d 198 (Fla. 3d DCA 2008)
Perez v. Pain Management Center of South Dade, Inc., 995 So.2d 506 (Fla. 3d DCA 2008)
James Bellizzi v. Islamorada, Village of Islands, (Fla. 3d DCA 2013)
Coastal Construction of Monroe, Inc. v. The School Board of Monroe County, (Fla. 3d DCA 2014)
Gootee v. School Bd. Of Monroe Co. Fla, (Fla 3 DCA 2015)

Conflict/Special Counsel:

Monroe County Florida - Land Use/Code Enforcement cases and appeals.
Monroe County Public Defender.

Areas of Practice:

Areas of practice include Municipal/Government Liability Defense and General Representation, Construction and Construction Defect Litigation, Director & Officer Liability (D&O), Errors & Omissions Liability (E&O), General Civil Litigation, General Insurance Defense Litigation (1st and 3rd party), Land Use and Code Enforcement Prosecution and Defense, Personal Injury and Wrongful Death Litigation, Business and Real Estate Law, Admiralty and Maritime Law, and Labor and Employment.

Personal:

I am a life time resident of the Florida Keys. I have spent most of my life on or under the water as an avid diver, fisherman, and water sports enthusiast. I am committed to living and working in the Florida Keys, and to doing my part personally and professionally to make my home (the Keys) a better place for my family and all that live or visit our chain of islands.

JANETTE M. SMITH, J.D., M.B.A.

Phone: 954-609-0083

jmsmith@florida-law.com

SUMMARY

I am a creative thinker with vast legal and technological experience in local government. I enjoy using my education, skills, and experience to provide solution driven outcomes and productivity.

PROFESSIONAL WORK EXPERIENCE

VERNIS & BOWLING OF THE FLORIDA KEYS

September 2022 - Present

Serve as general counsel to several local government entities including the School Board of Monroe County, City of Key Colony Beach, City of Layton, Florida Keys Mosquito Control District, and Key Largo Fire & EMS District.

BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS

Assistant City Attorney, August 2021 – August 2022

Serve on the general counsel team for Enterprise Technology Services and Regional Emergency Services and Communication. Provide countywide legal services for information technology, including negotiation, drafting, and review of complex technology contracts. Responsible for reviewing legislation and drafting appropriate ordinances related to information technology and work with staff to assist in compliance to new laws. Review technology and procurement policies and procedures, and handle special projects as assigned.

Janette M. Smith, P.A.

Solo Law Practice, September 2006 – September 2022

Provide legal, technological, and business services with a focus on organization structure and streamlining processes/systems. Legal work emphasizes corporate and business law, including but not limited to municipal law, contracts, negotiations, and computer/technology law.

City of Margate, Florida

City Attorney, June 2019 – July 2021

Served as the chief legal advisor and city prosecutor as provided by law. Provided legal guidance to city commission, city manager, department heads (including police and fire services), and manage outside counsel. Responsible for reviewing contracts, agenda items, land use, employee (grievances and hearings), as well as all other legal matters.

The School Board of Broward County, Florida

Assistant General Counsel, September 2016 – July 2018

Served as general counsel with primary responsibilities with drafting and reviewing contracts, public records and sunshine law matters. Represented the School Board in matters related to compliance with internal policy, local, state and federal laws and regulations.

Charlotte County Board of County Commissioners***Assistant County Attorney, April 2015 – September 2016***

Served as general counsel with primary responsibilities to Public Works and Fiscal Administration. Represented the County in matters related to compliance with local, state and federal laws and regulations, and in its cooperative ventures with other municipalities and governmental entities.

Lee County Clerk of Court***Records and Compliance Officer and Of Counsel, January 2013 - April 2015***

Provided legal advice on contract formation and negotiations as well as regulatory compliance. Developed, monitored, and trained staff on agencywide information management programs, policies and procedures, and legal requirements.

State Attorney's Office – 20th Judicial Circuit (FL)***Chief Information Officer/Assistant State Attorney, April 2012 - January 2013***

Provided leadership, decision-making, and oversight for the Office's technology systems and information management. Developed and supported agency information resources management policies, procedures, and standards, including specific policies and procedures for review and approval of the agency's purchases of information technology resources.

City of Oakland Park, Florida***City Clerk, March 2007- June 2012***

Met statutory obligations in fulfilling the duties outlined in the City Charter as well as providing senior level leadership to the City Commission, residents, business owners, City staff and other constituents. Worked regularly on issues involving Public Records, Sunshine and Election laws. Reviewed all agenda items to assist City Manager, City Attorney and City Commission.

Nova Southeastern University***September 3, 1996-June 2, 2006***

For almost a decade, I worked with NSU in various positions including assistant director, technologist, and adjunct faculty. I have many accomplishments to share, but that was a long time ago.

EDUCATION AND CERTIFICATIONS***Nova Southeastern University (NSU)***

- Juris Doctor (JD) — December 2005
 - Awarded Goodwin Law School Scholarship for excellence in technology.
 - Pro Bono Honors –Broward County State Attorney's Office.
- Master's in Business Administration (MBA) — December 1999
- Bachelor of Science (BS) — May 1998

Florida State University (FSU)

- Government Chief Information Officer Certification (CGCIO) – 2013
 - *Dissertation Publication: Information Governance: A Study of Technological Advancements and its Effect on Open Government and Public Records in Florida.*

Florida Department of Law Enforcement (FDLE) and Federal Bureau of Investigation (FBI)

- Criminal Justice Information Services (CJIS) Certified - 2012

International Institute of Municipal Clerks (IIMC)

- Certified Master Municipal Clerk (MMC) – 2010

The Institute for Public Procurement (NIGP)

- Technology Procurement Specialization Certificate - 2022

PROFESSIONAL AFFILIATIONS AND PUBLIC SERVICE

Florida Bar Association – 2006 - Present

- Florida Bar #25517 – Admitted 2006
- City, County Local Government – Chair – 2022 - 2023
- Commission on Technology – 2017 – 2019
- Governmental and Public Policy Advocacy – 2017 – 2019

Broward County Bar Association– 2007 - Present

- Law Week – Co-Chair – 2019 – 2020
- Technology Committee – 2017 -2020
- Legislative Committee – 2016 - 2018

Broward County Board of County Commissioners – 2010 – 2012

- o Broward County Resource Recover Board (RRB) – 2010 – 2012
- o Broward County Consolidated Communications Committee (4-C) – 2011 – 2012
- o Public Safety 911 Center Task Force (PSAP) – 2010 - 2011

Broward League of Cities – 2007 – Present

- Fiscal Stewardship Committee – 2011 - 2012

Broward County Municipal Clerks' Association (BCCMA) – 2007 - 2012

- Nomination Committee – 2011
- By-Laws Committee – 2009 – 2011
- Scholarship Committee – 2009
- Public Records Manual Training - 2008

Florida Association of Counties Attorneys (FACA) – 2015 – Present

Florida Association of School Board Attorneys (FASBA) – 2016 – 2018

Florida Municipal Attorney's Association (FMAA) – 2007 - Present

Florida Clerk's and Comptrollers' Association (FCCC) – 2013 -2015

- Technology Subcommittee, Member – 2013 - 2015
- Legal Subcommittee, Member – 2013 - 2015
- Public Records and Court Records Best Practice Committee, Chair – 2014 - 2015
- Evidence Best Practices Committee, Co-Chair – 2014 - 2015

Florida League of Cities (FLC) – 2007 - 2015

Florida City and County Manager's Association (FCCMA)

Florida Prosecuting Attorney's Association (FPAA) – 2012 - 2013

International City County Manager's Association – 2007 - 2014

- Governmental Affairs and Policy Committee – 2011 – 2014

Leadership Charlotte – 2015 - 2016

- Vice President

Leadership Broward - Class XXVII – 2009-2010

- Local Government Day Chair – 2010

Lee County Bar Association – 2012 - 2017

- Membership Committee Chair – 2013 - 2016

Town of Davie, Florida – 2010 - 2012

- Parks and Recreation Advisory Board Member and Vice-Chair – 2010 – 2012
- Police Athletic League Advisory Board Member – 2011- 2012
- Urban Farming Initiative Task Force - Chair - 2010

TRAINING PROVIDED

Association of Records Managers and Administrators (ARMA) Palm Beach/Treasure Coast Chapter

- The Effect of Public Records Law on Public and Private Agencies Training Session- 2018

Florida Association of Paralegals

- Social Media in the Legal Sector Training Session – May 2018

Florida Bar Association

- City, County Local Government Law
 - o Current Issues: Trials and Tribulations – Scheduled April 2023
 - o Navigating the Intersection of Florida Public Records Law, Privacy, Ethics, and Social Media – March 2023
 - o Annual Conference – 2022
 - o Professional Responsibility Presentation – 2022
 - o COVID-19 Virtual Meetings, Sunshine Law & Other Meetings - March 2020
 - o Annual Conference – 2019
 - o Annual Conference – 2016
- Florida Bar Annual Conference – 2019
- Solo and Small Firm
 - o Let's Talk Tech – Legal/Technology Presentation in Hawaii – 2022

Florida Clerk's and Comptrollers' Association (FCCC)

- Evidence Best Practices Committee, Co-Chair and Presenter – Statewide Clerk of Court Training - 2013
 - Public Records Training to Collier County Clerk of Court – 2014

Recent Client Training

- City of Key Colony Beach – Volunteer Boards Introduction to Public Records and Sunshine Law – March 2023

September 18, 2024

Mayor Adrian Petrila
Commissioner Karen Marriott
Commissioner Lisa Robinson
Commissioner Betty Rzewnicki
Commissioner Joe Moholland

Attn: John K. Taylor
Procurement Manager
155 Corey Avenue
St. Pete Beach, Florida 33712

delivered by email:
jtaylor@stpetebeach.org

Re: Interim Legal Services

Honorable Mayor and Members of the City Commission:

Please accept this letter and the attached resume as a showing of interest to serve the City of St. Pete Beach as its interim legal counsel. Because I am only in the position to manage your legal affairs temporarily, I can be of assistance to you and City staff in your search for permanent legal services without a conflict of interest.

I have been engaged in the practice of local government law spanning a period of over twenty-eight years, initially in Southern California followed by the past twenty-five years in the State of Florida. I am Board Certified as a Specialist by the Florida Bar in two distinct and relevant practice areas: (1) City, County & Local Government Law, and (2) Labor & Employment Law. My experience with local government includes both transactional legal work as well as litigation, and includes practice in federal courts, state courts, and a variety of administrative and regulatory agencies.

I have thoroughly outlined my professional history in the attached resume. Should you believe I can be of service to your community, I would appreciate an opportunity to meet with you to discuss further.

Thank you very much for your consideration and I look forward to the opportunity to serve the fine people of the City of St. Pete Beach.

Respectfully,



JAMES D. STOKES
ATTORNEY AT LAW

BOARD CERTIFIED SPECIALIST:

- City, County & Local Government Law (2008)
- Labor & Employment Law (2004)

PROFESSIONAL EXPERIENCE

James D. Stokes, P.A. (Stokes Law)

Special Counsel; Special Magistrate; Arbitrator (2011 - present)

Local Government Experience:

- **Special Counsel to Inspector General; Brevard County Clerk of Courts** (2024)
- **Special Counsel; Indian River State College** (2024)
- **City of Naples** (Interim City Attorney, 2023 - 2024)
- **City of Port St. Lucie** (City Attorney, 2018 - 2023)
- **City of Sebastian** (City Attorney, 2017 - 2020)
- **City of Greenacres** (City Attorney, 2015 - 2018)
- **City of Palm Bay** (City Attorney, 2006 - 2011)
- **City of West Melbourne** (Interim City Attorney, 2006 - 2008)
- **City of Pompano Beach** (Assistant City Attorney, 2002 - 2006)

Muller Mintz, P.A. (Miami, Florida)

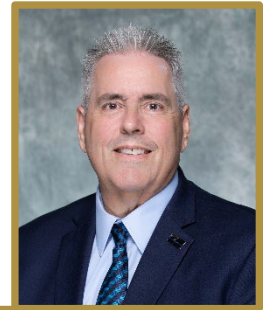
(1998 - 2002) Associate Attorney, Senior Associate (1998 - 2002)

Franscell, Strickland, Roberts & Lawrence, P.C. (Pasadena, California)

(1995 - 1998) Associate/Graduate Attorney (1995 - 1998)

Office of the City Attorney | City of Los Angeles

Certified Legal Intern (1995)



Riverside County Sheriff's Department (California)

Deputy Sheriff (1988 - 1992)

China Lake Police Department (California)

Police Officer, Corporal, Detective Sergeant (1983 - 1988)

Ridgecrest Police Department (California)

Reserve Police Officer (1982 - 1986)

CERTIFICATIONS

- **Board Certified Specialist** | Labor & Employment Law, Florida Bar (2004 - present)
- **Board Certified Specialist** | City, County & Local Government Law, Florida Bar (2008 - present)

LEGAL MEMBERSHIPS

- **The Florida Bar** (admitted to State & Federal Courts)
- **State Bar of California** (admitted to State & Federal Courts)
- **Florida Municipal Attorneys Association**
- **International Municipal Lawyers Association**
- **Association of Inspector Generals**

COLLEGE TEACHING POSITIONS

Adjunct Professor | Labor Law & Employee Standards (Aviation Management Program)

Florida Institute of Technology, College of Aeronautics (2012 - 2020)

Academy Instructor | Law Topics for Law Enforcement Officers

Broward College, Institute of Public Safety (2003 - 2007)

Reserve Academy Instructor | Firearms, Impact Weapons & Use of Force

Cerro Coso Community College, Ridgecrest (1986 - 1988)



BOARD CERTIFIED SPECIALIST
BOARD CERTIFIED SPECIALIST

Labor & Employment Law
City, County & Local Government Law

APPOINTMENTS & POSITIONS

Permanent Arbitration Panels:

- Arbitration Panel Member; Federal Aviation Administration (*since 2020*)
- Arbitration Panel Member; State of Florida & PBA (*since 2020*)
- Arbitration Panel Member; Miami-Dade County & IAFF (*since 2019*)
- Arbitration Panel Member; Broward County & IAFF (*since 2019*)
- National Mediation Board; Railroad & Airline Labor Panels (*since 2016*)
- American Arbitration Association; Commercial and Large Complex Panels (*since 2014*)
- Federal Mediation & Conciliation Service; Labor Panel (*since 2013*)
- American Arbitration Association; Labor Panel (*since 2012*)

Special Counsel:

- City of Palm Bay; Code Enforcement Board Attorney (*2015 - 2020*)
- City of Palm Bay; Planning & Zoning Board Attorney (*2014 - 2020*)
- Town of Palm Shores; Ethics Matter
- Town of Melbourne Beach; Misconduct Matter
- Miami Beach Housing Authority; Ethics Matter

Special Magistrate Appointments:

- Florida Public Employees Relations Commission (PERC); Impasse Resolution (*2013 - present*)
- City of Boynton Beach; Red Light Camera Adjudication (*2013 - present*)
- City of Edgewater; Code Compliance (*2017 - 2020*)
- Town of Grant-Valkaria; Code Compliance (*2015 - 2020*)
- City of Indian Harbour Beach; Code Compliance (*2014 - 2020*)
- Town of Palm Shores; Code Compliance (*2013 - 2020*)
- Town of Golden Beach; Code Compliance (*2003 - 2010*)
- City of Hollywood; Vehicle Impoundment and Code Compliance (*2003 - 2006*)

COMMUNITY VOLUNTEER POSITIONS

U.S. Naval Sea Cadet Corps

- Regional Director, Region 067 (Florida's Space Coast & Treasure Coast) (*2022 - present*)
- Regional Director, Region 065 (Florida's Southeast Region) (*2021 - 2022*)
- Regional Public Affairs Officer, Region 061 (Florida's Gulf Coast) (*2020 - 2021*)
- Public Affairs Officer/Commanding Officer, David McCampbell Battalion (*2016 - 2020*)
- Instructor/Coordinator, JAG Legal Academy (*2016 - present*)

U.S. Coast Guard Auxiliary

- Civil Rights Coordinator, Seventh District (*2017 - present*)
- Assistant District Legal Officer, Seventh District (*2015 - present*)

Diocese of Orlando, Ordained Deacon (2008 – present)

- Saint John the Evangelist Catholic Church (*2010–2014*)
- Saint Joseph Catholic Church (*2008–2010; 2014–2023*)

EDUCATION

Southwestern University School of Law (1995) | Juris Doctorate
Los Angeles, California

- American Jurisprudence Book Award (*Contracts*)
- American Jurisprudence Book Award (*Remedies*)
- Dean's Merit Award

University of Notre Dame (2014) | M.A., Theology
South Bend, Indiana

University of Redlands (1993) | B.S., Business & Management
Redlands, California

INSTRUCTIONAL & SPEAKING ENGAGEMENTS

Land Use, Technology & Government

Environmental and Land Use Law Section, Florida Bar
October, 2020 | Webinar

Preemption in Land Use Regulations

2018 Land Use Seminar, The Florida Bar
May, 2018 | Orlando, Florida

Mediation in the Public Sector (2 sessions)

Florida Dispute Resolution Center, 25th Annual Conference
August, 2017 | Orlando, Florida

How To Prepare For Arbitration: An Arbitrator's Perspective

Florida Public Employers Labor Relations Association
February, 2017 | Orlando, Florida

The Public Employees Relations Act

17th Labor & Employment Law Annual Update and Certification Review
January, 2016 | Orlando, Florida

So They Say You Can't Do That In Mediation? The Local Government Perspective.

35th Annual Local Government Law in Florida, The Florida Bar
May, 2012 | Saint Augustine, Florida

Diversity Issues & Tolerance for the Law Enforcement Officer (8 sessions)

Winter Park Police Department
January, 2012 | Winter Park, Florida

Social Media in the Public Sector Workplace

Space Coast Public Personnel & Risk Management Association
February, 2010 | Viera, Florida

501(c)(3) Corporations in the Public Sector, A Good Tool or A Risky Business?

Annual Conference, International Municipal Lawyers Association
October, 2009 | Miami, Florida

Attendance Issues: Aren't Employees Supposed To Attend And Ask To Leave?

Annual Conference, National Public Employers Labor Relations Association
April, 2008 | Clearwater, Florida

Privileges, Exemptions and Ex Parte Communications.

33rd Annual Public Employment Labor Relations Forum, The Florida Bar
October, 2007 | Orlando, Florida

Conducting Workplace Investigations: Weingarten, Bill of Rights, and Other Issues.

31st Annual Public Employment Labor Relations Forum, The Florida Bar
October, 2005 | Orlando, Florida

PROPOSAL FOR INTERIM CITY ATTORNEY SERVICES



Proposal submitted by:

Erica F. Augello, Esq. & Robert M. Eschenfelder, Esq.

Trask Daigneault, LLP

1001 South Fort Harrison Avenue, Suite 201

Clearwater, FL 33756

(727) 733-0494 • Phone

(727) 733-2991 • Fax

Contact person:

Erica F. Augello, Esq.

Erica@cityattorneys.legal

September 18, 2024

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FIRM PROFILE & STATEMENT OF EXPERIENCE

The Trask Daigneault Law Firm (the “Firm”) is an established local government law firm that boasts nearly a century of combined municipal experience. At present, the Firm has seven attorneys and four paralegals. Of the Firm’s seven attorneys, six are board certified by the Florida Bar in City, County, and Local Government Law. This is a distinction held by only 309 attorneys in the State - the Firm employs nearly 2% of all City, County, and Local Government Law Board Certified attorneys.

The Firm’s focus is on municipal law and its attorneys currently serve as the City, Village, or Town Attorneys for the following municipalities: (1) Belleair, (2) Belleair Beach, (3) Belleair Bluffs, (4) Estero, (5) Holmes Beach, (6) Indian Rocks Beach, (7) Madeira Beach, (8) North Redington Beach, (9) Oldsmar, (10) Port Richey, (11) Redington Beach, (12), Redington Shores, and (13) Seminole. The Firm also represents subordinate or independent boards in a number of other communities including the cities of Clearwater and Naples and serves as outside counsel in various other communities. The Firm has a breadth of experience in matters of planning and development, code creation, revision, and interpretation, code enforcement, annexation, land use, etc., all of which make it a complete resource for its municipal clients.

Through this representation, the attorneys and staff of Trask Daigneault, LLP are well versed and experienced in every aspect of municipal representation. The Firm is well respected throughout the state and possesses a depth and breadth of knowledge and experience in all matters relating to local government law, and continues to stay abreast of changes in law that impact its clients.

The Firm is adept in all aspects of Sunshine Law, Public Records Law, and State Ethics Law. In fact, several of the attorneys have spoken on these topics at numerous municipal meetings, municipal law presentations, and continuing legal education seminars.

Ms. Erica Augello is the primary candidate for the position of Interim City Attorney and her profile is included below. She possesses the required minimum of seven (7) years of public legal experience with a coastal municipality within the State of Florida. Understanding the City holds its meetings on the second and fourth Tuesdays of every month, Ms. Augello presently has a conflict. The City’s Charter requires the Commission to hold meetings twice per month, which could be held on alternative days if the Commission was inclined to select the Firm as its Interim

City Attorney. Ms. Augello, in conjunction with the Firm's other attorneys, otherwise has the capacity and willingness to dedicate the approximately 275 hours per month to assist the City in the role of Interim City Attorney.

The secondary candidate for the position of Interim City Attorney is Robert M. Eschenfelder, his profile is included below. He possesses the required minimum of seven (7) years of public legal experience with a coastal municipality within the State of Florida. Presently, Mr. Eschenfelder has no conflicts on the second and fourth Tuesdays of the month.

LEAD CANDIDATE PROFILES

Erica F. Augello, Esq., B.C.S., Partner

Ms. Augello is a graduate of the Stetson University College of Law, holding a JD/MBA dual degree. She is a member in good standing with the Florida Bar and is certified by the Bar in City, County and Local Government Law. She is licensed to practice in all courts of the state of Florida and the United States District Court for the Middle District of Florida.

Ms. Augello joined Trask Daigneault, LLP in 2014, and was elevated to Partner at the firm in January 2019, before which she spent several years clerking for a boutique law firm that specialized in municipal litigation. She currently serves as the City Attorney for the City of Holmes Beach. In addition, she handles all code enforcement matters for the City of Indian Rocks Beach and serves as a Special Magistrate for Code Enforcement for Dade City and the City of St. Pete Beach.¹ Ms. Augello's practice primarily focuses on municipal representation and litigation. She has broad experience serving the Firm's municipal clients to include attendance at Commission/Board meetings, legal research and drafting of memoranda on issues of municipal law, drafting and preparation of ordinances and resolutions, preparation and reviewing of municipal contracts and agreements to include development agreements, local government procurement, drafting of orders and opinions of various advisory and quasi-judicial boards, code enforcement prosecutions, and advising municipal staff and department heads. Ms. Augello also has extensive experience in drafting legislation at the state level in collaboration with community stakeholders in an effort to support and expand Home Rule.

Ms. Augello has also spent over a decade defending municipalities in litigation ranging from personal injury cases and employment law to complex litigation involving civil rights and other constitutional issues, to include land use rights, Bert Harris Act claims, and code enforcement appeals. She also serves as a Florida Supreme Court Certified Mediator.

Ms. Augello's entire legal career has been dedicated to the practice of municipal law, both in a representative capacity and through litigation. She has experience representing a multitude of municipal clients in administrative hearings and overseeing the conduct of quasi-judicial hearings and drafting impartial decisions relating to variances and special exceptions.

¹ Should the Firm be retained as Interim City Attorney, Ms. Augello would be required to step down from this position.

Ms. Augello has an intimate knowledge of the unique challenges and opportunities that face coastal communities and the administrative, legislative, and practical aspects of governing a coastal community in a dynamic regulatory landscape. Ms. Augello brings a wealth of expertise to her role as an advisor and advocate for her clients and ensures that she keeps her clients informed of the most recent developments in an ever-changing legal landscape. Her experience makes her the ideal candidate for Interim City Attorney Services.

Robert M. Eschenfelder, Esq., B.C.S., Partner

Mr. Eschenfelder is a graduate of the St. Thomas University School of Law in the Miami area. He is a member in good standing with the Florida Bar and is certified by the Bar in City, County and Local Government Law. He is licensed to practice in all courts of the state of Florida and the United States District Court for the Middle District of Florida, the United States Court of Appeals for the Eleventh Circuit, and the United States Supreme Court.

Mr. Eschenfelder has practiced as a local government attorney since becoming a member of the Florida Bar in 1994, serving in progressively more responsible and diverse roles. During his career, he has become experienced in the areas of the law impacting Florida's local governments and has significant exposure to and experience in all aspects of those laws, to include ethics, records, sunshine, employment and labor law, public procurement law, annexation, code enforcement, utilities law, zoning and land use, communications law, constitutional law, governmental liability, and many others. Mr. Eschenfelder's knowledge and skill in the area of local government law is recognized by The Florida Bar through its Board of Legal Specialization's certification of him as Board Certified in City, County and Local Government Law, a distinction he has held since 2016.

Prior to joining the Firm in 2018, Mr. Eschenfelder served as Assistant City Attorney for the City of St. Petersburg, as Assistant and Chief Assistant County Attorney for Manatee County, and as a Special Magistrate for the City of Bradenton Beach. He has also served in a variety of governmental offices, including the St. Petersburg Planning Commission, the Pinellas Park Board of Adjustment, and the Florida Communications Service Tax Legislative Workgroup. Mr. Eschenfelder has also served as a volunteer Guardian ad Litem for the 6th Judicial Circuit GAL Program and has extensively lectured at the Florida Bar and other programs on local government law and labor and employment law topics. His experience and skill in labor and employment law

has been recognized by his membership on the Florida Bar Labor & Employment Law Section's Executive Council, where he will serve as Chair in the 2025 Bar year. He has served on and chaired the Florida Bar's Code & Rules of Evidence Committee, the Student Admissions to the Bar Committee, and the Rules of Judicial Administration Committee. While practicing in Manatee County, his professionalism and service to the local Bar was recognized through his election as the President of the Manatee County Bar Association for 2015/2016.

Through the Firm, Mr. Eschenfelder currently serves as the Village Attorney for the Village of Estero, as well as the Town Attorney for the Towns of Redington Beach and Redington Shores, and he provides General Counsel services to the Sarasota/Manatee Metropolitan Planning Organization and the Clearwater Civil Service Commission. He has provided legal advice and rendered countless formal opinions to city and county officials associated with the performance of their respective duties over the years. He also has substantial experience in the preparation and review of contracts, leases, easements, interlocal agreements, bid and RFP documents, resolutions, ordinances, and other legal documents in which his local government clients were concerned. He has extensive experience leading and participating in meetings of governing boards, administrative department management, and with constitutional offices, legislative officers, and private-sector stakeholders including community and business representatives.

With substantial labor & employment and procurement law experience, Mr. Eschenfelder has reviewed, revised, and negotiated collective bargaining agreements and solicitation/procurement documents. He has advised many different subordinate boards and commissions for his local government clients, and has significant experience in drafting resolutions and ordinances, as well as the codification process.

FIRM ATTORNEY PROFILES

Though Ms. Augello and Mr. Eschenfelder and the primary and secondary candidates for the Interim City Attorney position, the Firm's approach to representation is a collaborative one, and each attorney employed by the Firm serves as an available resource to the City.

Jay Daigneault, Esq., B.C.S., Managing Partner

Attorney Jay Daigneault joined the Firm as an attorney in 2006, before which time he spent two years with the Firm as a law clerk, concentrating on cases involving municipal litigation. He became a partner in 2011 and Managing Partner in 2019. Jay's practice is dedicated entirely to municipal representation and litigation. He leads or assists in the representation of all the Firm's municipal clients, including attendance at Commission/Council meetings, code enforcement meetings, legal research regarding municipal law issues, preparation of ordinances, resolutions, and municipal agreements and contracts, and counseling municipal officials and staff. He also defends municipalities insured through the Florida Municipal Insurance Trust (administered by the Florida League of Cities) in complex litigation involving civil rights, land use/development, zoning, and personal injury. Jay is also a seasoned appellate attorney, having argued before state and federal appellate courts in cases resulting in favorable written opinions.

Mr. Daigneault is currently the City Attorney for the City of Seminole and the Town Attorney for the Town of North Redington Beach. He serves as the Board Attorney for the Clearwater Community Development Board and the Clearwater Building/Flood Board of Adjustment and Appeals.

Mr. Daigneault is the past President of the Florida Municipal Attorneys Association ("FMAA"), a legal association whose membership consists of over 600 attorneys who specialize in the legal representation of municipalities. FMAA's primary objective is to provide a permanent forum for municipal attorneys to identify and address legal problems of common concern among Florida's municipalities, and to study, summarize, and disseminate legislation, court decisions and administrative rulings affecting municipal operations. Jay has been a member of FMAA since 2006 and has served on its Executive Board since 2012.

He regularly lectures on public records, Sunshine Law, and ethics issues at the Institute for Elected Municipal Officials and serves as a panelist in quarterly webinars on dynamic issues of

ethics in municipal government. He has also lectured across the state on issues concerning police liability, the Fair Housing Act, and the Bert J. Harris, Jr. Private Rights Property Protection Act.

Mr. Daigneault is a graduate of the Stetson University College of Law, Gulfport, Florida. He is a member in good standing with The Florida Bar and has been since 2006. He is licensed to practice in all Florida state courts, as well as the federal district courts for the Middle and Northern Districts of Florida, the Eleventh Circuit Court of Appeals, and the United States Supreme Court. He is Board Certified by The Florida Bar in City, County, and Local Government Law.

Thomas J. Trask, Esq., B.C.S., Partner

Attorney Thomas “Tom” J. Trask joined the Firm in 1988 and became a partner in 1993. Mr. Trask focuses his practice solely on municipal clients as that is his area of expertise and experience and the area of law that he enjoys the most. Mr. Trask is currently the City Attorney for the Cities of Oldsmar, Madeira Beach, and Belleair Bluffs, and the Town Attorney for the Town of Belleair. Mr. Trask Tom has been the Code Enforcement Board Attorney for the City of Safety Harbor for thirty years, and he is the Special Magistrate for the Town of Belleair Shores. He is the Board Attorney for the City of Clearwater’s Nuisance Abatement Board and, in the recent past, he has served as a Special Magistrate for the Towns of Belleair and Redington Shores as well as Pinellas County. He has also represented the Cities of Largo and Indian Rocks Beach as special counsel on past projects. Mr. Trask has also spoken on numerous occasions on the subject of Sunshine Law, ethics and gift law for public officials.

Mr. Trask has achieved an AV® Preeminent™ Peer Review Rated attorney by Martindale-Hubbell® - the highest professional and ethical rating awarded. He is the past president and has been a board member for over three decades for Youth and Family Alternatives, Inc. (“YFA”), a charitable organization headquartered in New Port Richey benefiting troubled and underprivileged youth. Mr. Trask is also a Paul Harris Fellow and past president of the Tarpon Springs Rotary Club.

Mr. Trask is a graduate of the Walter F. George School of Law, Macon, Georgia. He is a member in good standing with the Florida Bar and has been since 1988. Tom is also a member of the Georgia Bar, Clearwater Bar Association, and the Florida Municipal Attorneys Association. He is licensed to practice in all areas of the Florida, the Middle District of Florida and the United

States Supreme Court. He is Board Certified by the Florida Bar in City, County, and Local Government Law.

Randy Mora, Esq., B.C.S., Partner

Mr. Mora is a graduate of The George Washington University College of Law. He is a member in good standing with the Florida Bar and is certified by the Bar in the area of City, County and Local Government Law. He is licensed to practice in all courts of the state of Florida and the United States District Court for the Middle District of Florida. Mr. Mora received his undergraduate degree from Florida International University.

Mr. Mora began his legal career in New York City working at an international law firm. While in New York, Mr. Mora worked on a representation involving the liquidation of feeder funds associated with Bernard L. Madoff's Ponzi scheme. After practicing in New York, Mr. Mora returned to Florida where he began by practicing at a full-service litigation firm in the Tampa Bay area.

Mr. Mora joined Trask Daigneault, LLP in 2014, and was elevated to Partner at the firm in January 2019. Mr. Mora has served as the City Attorney for Indian Rocks Beach for the past nine years, and the City of Belleair Beach for the past two years. Before that, he served as the Town Attorney for the Town of Kenneth City for nearly eight years, beginning his career as among the youngest municipal attorneys to serve in Pinellas County. Mr. Mora has also served as the Code Compliance Magistrate in the Town of Indian Shores for the past four years.

Since joining the Firm in 2014, Mr. Mora has spent over a decade defending municipalities in litigation ranging from personal injury cases and employment law to complex litigation involving civil rights, land use, and other constitutional issues.

In addition to his practice as a municipal attorney and litigator, Mr. Mora has developed a robust practice educating and providing consultant services throughout the State of Florida. Since 2015, Mr. Mora has served as a lecturer and educator with the Florida League of Cities Institute for Elected and Municipal Officials, teaching about public records, open meetings, and governmental ethics. This engagement has also included quarterly webinars on various ethical issues impacting municipal officials.

Nancy S. Meyer, Esq., B.C.S., Associate Attorney

Ms. Meyer joined the Firm in November 2020. She started her career serving Pinellas County as a prosecutor with the State Attorney for the Sixth Judicial Circuit. She then went into private practice with the Abbey, Adams, Byelick & Mueller, LLP firm in St. Petersburg, concentrating on workers' compensation defense litigation. Following a successful decade in private practice, Ms. Meyer returned to government service as a Senior Assistant Pinellas County Attorney. In that capacity, she handled a diverse portfolio of civil matters for the County for eight years prior to her joining the Firm. Ms. Meyer serves as the City Attorney for the City of Port Richey.

Ms. Meyer Nancy was admitted to the Florida Bar in 1998. She is a member in good standing with the Florida Bar, and she is licensed to practice in all courts of the State of Florida as well as the federal district courts for the Middle and Northern Districts of Florida, and the Eleventh Circuit Court of Appeals. She is Board Certified by The Florida Bar in City, County, and Local Government Law.

Megan R. Hamisevicz, Esq., Associate Attorney

Attorney Megan R. Hamisevicz joined the Firm in 2018 after moving to Florida from Boston, Massachusetts. She initially joined the Firm as a paralegal while she prepared for the Florida Bar Examination, and she was elevated to Associate Attorney upon her admittance to the Florida Bar.

Ms. Hamisevicz came to the Firm with over 10 years of legal experience in the real estate field. After serving as a real estate paralegal in New York, she transitioned to serving as a real estate attorney in Boston, specializing in commercial matters. Ms. Hamisevicz handles all real estate matters for the Firm, as well as estate planning, probate and trust administration, and the formation of business organizations and transactions associated with such organizations. She handles the Firm's municipal clients' issues that arise concerning the purchase or sale of real property, addressing and resolving complex title issues, leasing of government-owned property, and various other matters relating to land use transactions.

Specializing in real estate closings and title work, Ms. Hamisevicz is an authorized title insurance agent for Old Republic National Title Insurance Company. In 2021, the Firm conducted

over 100 real estate closings – which involved examining title commitments and resolving any title defects.

Ms. Hamisevicz is a graduate of New England Law | Boston. She is a member in good standing with the Florida Bar and has been since August 2020. She is licensed to practice in all courts of the State of Florida and the Commonwealth of Massachusetts.

BILLING AND RATES

The Firm proposes an hourly rate structure for all Interim City Attorney Services at \$280/hour attorney services and \$105/hour for paralegal services. This hourly rate does not include the costs and expenses that may be incurred in rendering services.

PROFESSIONAL REFERENCES

1. Judy Titsworth, Mayor
City of Holmes Beach
(941) 705-5800 ext. 227
mhbmayor@holmesbeachfl.org
2. Gregg Mims, City Manager
City of Indian Rocks Beach
(727) 595-2517
Gmims@irbcity.com
3. David Will, Mayor
Town of Redington Beach
(323) 744-9455
mayor@townofredingtonbeach.com

Attorney Resumes

PROFESSIONAL LICENSES: Member in Good Standing of the Florida Bar
Board Certified in City, County, and Local Government Law

EDUCATION

Stetson University College of Law, Gulfport, FL December 2013
Juris Doctor and Certificate of Concentration in Advocacy

Honors: Victor O. Wehle Award for Trial Advocacy; Leadership Development Certificate

Stetson University, DeLand, FL December 2013
Master of Business Administration

Auburn University, Auburn, AL May 2004
Bachelor of Science, Marketing
Activities: Alpha Kappa Psi Business Fraternity

EXPERIENCE

Trask Daigneault, LLP, Clearwater, FL
Partner Jan. 2019 - Present
Associate Attorney Feb. 2014 - Dec. 2018

- Practice focused on government affairs, civil defense litigation, and municipal representation.
- Representing and advising municipalities and various local government boards.
- Drafting and influencing legislation at the local and state levels.
- Assisting in relationships regarding legislative policy and implementation for local governments.
- Litigating matters including insurance defense, code enforcement, land use and zoning, civil rights, Title VII & ADA claims, premises liability, employment law, First Amendment claims, and governmental law.
- Conducting comprehensive drafting and review of contracts; regulatory compliance.

Bloomin' Brands, Inc., Tampa, FL Aug. 2013- Nov. 2013
In-House Counsel Legal Intern

- Assisted General Counsel with legal research and drafting of legal documents in the areas of compliance, licensing, intellectual property, and litigation; extensive work with trademark and copyright infringement issues.

Scarritt Law Group, P.A., Tampa, FL Apr. 2010 – Feb. 2012
Trial Litigation Paralegal, Law Clerk June 2013 – Dec. 2013

- Research and draft legal documents for civil litigation focusing on municipal insurance defense in both state and federal court through all points of litigation.
- Assist with trial preparation; participate in client interviews and meetings; attend hearings, trial, and depositions.

Michael P. Maddux, P.A., Tampa, FL Feb. 2012 – Aug. 2012
Law Clerk

- Assisted attorneys with legal research, legal drafting.
- Attended and participated in mediations, depositions, and various court appearances for a firm specializing in criminal law, personal injury, and civil rights litigation.

PROFESSIONAL AFFILIATIONS & COMMUNITY INVOLVEMENT

- Member of the American Bar Association and Florida Municipal Attorneys Association.
- Member of the Tampa Bay Auburn Club, a 502(c)(3) organization (2018-2022); Vice President (2018-2022); Director at Large (2022- present).
- Florida Supreme Court Certified Civil Circuit Mediator.
- Graduate of Leadership Hillsborough Class of '22-'23.

Robert Michael Eschenfelder

42556 Timber Walk Trail, Babcock Ranch, FL 33982 * 727.403.5007
Florida Bar Number 0008435

EDUCATION:

St. Thomas University College of Law, Miami, FL (1st & 2nd Yr.) Juris Doctor, May 1994

Stetson University College of law, St. Petersburg, FL (3rd Yr.)

Graduating Class Rank: **Top 20% Dean's List**: Spring 1993 **Honor Roll**: Spring 1994

Activities: Semi-Finalist–Trial Court Skills Competition (1992)

Co-Founder–Christian Legal Society of St. Thomas Law School

Stetson Law Inns of Court Committee (1993-1994)

Staff Writer–*Opinio Juris* **Tutor**: Torts & Property Law

Volunteer–Legal Assistance Wednesday (Haitian legal aid group 1992)

University of South Florida, Tampa, FL Bachelor of Science, July 1991

Major: **Finance** Minor: **Political Science** (1st place–Moot Court Competition—1989 & 1990)

St. Petersburg Junior College, Clearwater, FL Associate of Arts, July 1989 Major: **Business Administration**

Focus: **Accounting**

FEDERAL BAR MEMBERSHIPS:

United States Supreme Court (October 2010 to current)

United States Eleventh Circuit Court of Appeals (December 1994 to current)

United States Middle District of Florida (January 1995 to current)

PROFESSIONAL CERTIFICATIONS AND ASSOCIATIONS:

Board Certified in City, County & Local Government Law (August 1, 2016 to present)

Florida Bar Labor & Employment Law Section (1997 to present)

BAR INVOLVEMENT AND LEADERSHIP:

Florida Bar City, County & Local Government Law Certification Committee (2022-current)

Florida Bar Rules of General Practice and Judicial Administration (2023-current)

Florida Bar Labor & Employment Section Executive Council (2011 - current)

- Labor & Employment Law Section Executive Council Secretary (2023/24) (will become Section Chair in 2025/26)
- Labor & Employment Law Section Florida Bar Journal Articles Editor (2012 - 2022)

Florida Bar Special Committee on Parental Leave in Court Actions (Chair 2016-2017)

Florida Bar Governmental & Public Policy Advocacy Committee (2016-2019)

Florida Bar Rules of Judicial Administration Committee (2012-18) (subcommittee chair 2013-2016)

Manatee County Bar Association Board of Directors (2012-2017) (President 2015/2016)

Florida Bar Code & Rules of Evidence Committee (2006 - 2012) (Chair 2011 - 2012)

Florida Bar Rules of Judicial Administration Select Committee on E Service Rule Creation (2009/10)

Florida Bar Student Education & Bar Admissions Committee (2003-06) (Chair 2006/07)

Florida Board of Bar Examiners (Exam Proctor periodically from 2007 through 2012)

GOVERNMENTAL OFFICES AND APPOINTMENTS:

Commissioner: St. Petersburg Planning & Vision Commission (December 2009 to 2012)

Commissioner: St. Petersburg Historic Preservation & Planning Commission (June 2002 to October 2008)
(Chair in 2004-05)

Member: Board of Adjustment of the City of Pinellas Park, Florida (1993-98) (Chair in 98)

AWARDS, PROFESSIONAL RECOGNITION:

Volunteer of the Year: Presented by the Florida Bar Labor & Employment Section (2019)

Cameo Award: Presented by national board of directors of the Susan G. Komen Breast Cancer Foundation for outstanding long-term volunteer work for the Foundation (2005)

PUBLISHED WORKS:

- *Scientia Sit Potential: Is the Education Department's Newest Financial Responsibility Reporting Rule a Source of Powerful Knowledge or a Bureaucratic Mess?*, **Vol. 94, No. 1 Florida Bar Journal** (January 2020)
- *When is a Public Official Entitled to Prevailing Party Attorneys' Fee Reimbursement in Public Records Act Cases? (Parts I & II)*, **Volume 91, Nos. 5 & 6 Florida Bar Journal 31 & 47** (May & June 2017)
- *Padi-Waggin: The Tail of One Dog's Journey from Death Row to Legislative Inspiration for Dog Bite Due Process*, **Volume 91, No. 1 Florida Bar Journal 36** (January 2017)
- *Me, Myself, and I: Does Florida's Sunshine Law Apply to Communications of a Lone Member of a Board or Commission?*, **Volume 88, No. 9 Florida Bar Journal 48** (November 2014)
- *Florida Trial Objections*, Chapter 13 of *Evidence in Florida*, 8th through 11th Editions. Lexis Publishing 2011, 2012 and 2014
- *Modern Sunshine: Attending Public Meetings in the Digital Age*, **Vol. 84, No. 4 Florida Bar Journal 28** (April 2010)
- *Florida's Single Subject Requirement: The Crumbling Foundations of a Constitutional Protection*, **5 Stetson Law Journal 45** (w/ Tom Marks) (Spring 1994)

LECTURES/SEMINARS:

- Presenter:** *Constitutional Employment Claims*, Annual Labor & Employment Law Certification Exam Review CLE (January 2015, 2016, 2017, Feb. 2020)
- Presenter:** *Public Sector Retaliation Claims*, 45th Annual Pub. Employment Labor Relations Forum (October 17th 2019)
- Presenter:** *Constitutional Employment Claims*, 37th Ann. Fla. Municipal Attys Assn. Conf. (July 12th 2018)
- Program Co-Chair:** *Advanced Labor Topics 2017* (April 27-28, 2017)
- Presenter:** *Meetings of One & Other Current Sunshine Issues*, 38th Annual Local Government Law in Florida Certification Exam Review (May 8th 2015)
- Presenter:** *Regulating Public Employee Speech*, 40th Annual Public Employment Labor Relations Forum (October 24, 2014)
- Presenter:** *Evidence Issues in Employment Trials*, Litigating Employment Law Claims (October 21st 2011)
- Presenter:** *How to Run Effective Meetings*, St. Pete Council of Neighborhood Assns. (Yearly 2003 - 2014)
- Presenter:** *Quasi-Judicial Procedure*, St. Pete Council of Neighborhood Assns. (Yearly 2011 - 2014)
- Presenter:** *Cable Television Franchising: Trends & Travails*, Fl. Assn. of County Attys. (June 29, 2006)
- Presenter:** *Zoning Laws & Non-Profits*, Florida Coalition for the Homeless 7th Annual Conf. (Oct. 8, 2002)
- Presenter:** *Dealing with Quasi-Judicial Bodies*, Ann. Florida Conf. of Neighborhoods (September 6, 2002)
- Seminar:** *Employment Law for Non-Profits*, Community Law Program of Pinellas (December 5-6, 2001)
- Guest Lecturer:** *Public Employment Law Overview*, Stetson Law School (February 2003 & 04)

MEMBERSHIPS, BOARDS & COMMUNITY/VOLUNTEER ACTIVITIES:

- Graduate:** Leadership Manatee (Class of 2012); Leadership St. Pete (Class of 1998)
- Director:** Suncoast Tiger Bay Club, Inc. (1999-2001) (2008-2011) (**President** 2010)
- Associate Member:** Board of Governors, St. Petersburg Area Chamber of Commerce (2006)
- Guardian ad Litem:** 6th Judicial Circuit GAL Program (2004-05)
- Director:** Leadership St. Pete Alumni Assn, Inc. (1998 to 2008) (**President** 2005/06)
- Member:** Leadership St. Pete Planning Committee (2000 to 2004)
- Director:** Susan G. Komen Breast Cancer Foundation Affiliate, Inc. (99-09) (**President** 02-05)
- Director:** Board of Directors Pinellas Cares, Inc. (1999 to 2002) (**Vice-President** 2002)
- Committeeman:** Pinellas County Republican Executive Committee, Pct. 201 (1998 to 2002)
- Delegate:** St. Petersburg Vision 2020 (long-range municipal planning process) (2001)
- Campaign Manager:** Janet Caramello for Pinellas County School Board Campaign (1998)
- Member:** Florida Communications Service Tax Legislative Workgroup (1999 to 2002)

EXPERIENCE:

Partner, Trask Daigneault, LLP

Clearwater, FL

Serve as senior associate servicing the firm's governmental clients in the areas of labor and employment law, constitutional law, contract and procurement law, administrative law, appellate law, public records/ethics/sunshine law, healthcare law, telecommunications law; litigate in state, federal and administrative tribunals; advise governing bodies, executive team members and advisory boards and commissions. **January 2020 to current**

Associate General Counsel, Florida Gulf Coast University

Estero, FL

Provide in-house counsel in the areas of labor and employment law, public procurement law, administrative law, appellate law, public ethics/records/sunshine law, higher education law, litigate in state, federal and administrative tribunals; advise the university's trustees and administrative team. Substantial regular involvement in negotiating and reviewing complex contracts, bid protest management and RFP process administration. Responsible for development of and training on policies and procedures associated with university operations. **July 2019 to December 2019**

Associate, Trask Daigneault, LLP

Clearwater, FL

Serve the firm's local government clients in the areas of labor and employment law, constitutional law, contract and procurement law, administrative law, appellate law, public records/ethics/sunshine law, healthcare law, telecommunications law; litigate in state, federal and administrative tribunals; advise governing bodies, executive team members and advisory boards and commissions. **November 2017 to July 2019**

Special Magistrate, City of Bradenton Beach

Bradenton Beach, FL

In contracted capacity, preside over quasi-judicial proceedings wherein one or more parties are appealing or disputing land use, zoning or other quasi-judicial decisions made by the municipality. Draft and render final orders appealable to the Circuit Court. **January 2017 to December 2019**

Special Counsel, City of North Port

North Port, FL

Serve as contracted outside special counsel to the City Attorney. Draft ordinances, review, revise and advise on contractual documents. Perform other attorney services as assigned by the City Attorney. **August to October 2017**

Assistant and Chief Assistant County Attorney, Manatee County Attorney's Office

Bradenton, FL

Practice in the areas of labor and employment law, public procurement law, administrative law, appellate law, public records/sunshine law, healthcare law, telecommunications law; litigate in state, federal and administrative tribunals; advise the County Commission, administrative team and boards and commissions. Substantial regular involvement in negotiating and reviewing complex contracts, bid protest management and RFP process administration with additional experience with debarment proceedings. Assist in administering 9 attorney law office. Directly oversee Risk Management Division. Served via interlocal agreement as General Counsel for Sarasota/Manatee MPO. **October 2000 to June 2015** (Assistant), **June 2015 to November 2016** (Chief)

Adjunct Professor, St. Petersburg College

St. Petersburg, FL

Teach course in business law to second year college students. **January 2000 to May 2012**

Hearing Officer, St. Petersburg Community Affairs Department

St. Petersburg, FL (uncompensated appointment)

Conduct quasi-judicial hearings concerning alleged violations of Title VII, Pinellas County and St. Petersburg ordinances concerning employment rights. Enter orders disposing of cases and where appropriate awarding appropriate damages. **April 2001 to 2010**

Assistant City Attorney, City of St. Petersburg, Florida

St. Petersburg, FL

Practice in the areas of Title VII, FMLA, ADA, § 1983, telecommunications/cable law, public records, ethics and sunshine law, constitutional law; litigate claims in state and federal courts; draft ordinances, resolutions and policies; advise City Council, administrators, departments and boards. **Sept. 1994 to Oct. 2000**

Special Master, Pinellas County Value Adjustment Board

Pinellas County, FL (uncompensated)

Selected to hear appeals of property tax assessments made by the Pinellas County Property Appraiser, draft recommended orders for adoption by the VAB. **May 1999 to 2000**

Criminal Appellate Practice,

Lakeland, FL

Work as an independent contractor writing appeals to the 2nd DCA for indigent defendants convicted in Florida's Tenth Circuit upon PD disqualification. **March 1994 to January 1995**

Federal Judicial Law Clerk Intern, Alexander Paskay—Chief Bankruptcy Judge, United States Bankruptcy Court for the Middle District of Florida

Tampa, FL

Wrote orders and memorandum of law on various matters of bankruptcy law and related matters, consulted with the judge, attended proceedings. **January to May 1994**

Research Assistant, Thomas Marks—Professor of Law, Stetson University

St. Petersburg, FL

Researched in the area of Florida constitutional law. **January to May 1994**

Research Assistant, Joryn Jenkins—Professor of Law, Stetson University

St. Petersburg, FL

Performed scholarly research in the areas of debtor/creditor rights, bankruptcy, and limitations of actions in Florida law. **August 1993 to May 1994**

State Judicial Law Clerk, Randall McDonald—Chief Judge, Tenth Judicial Circuit of Florida

Bartow, FL

Wrote orders and legal memorandum on matters ranging from civil procedure to a heavy concentration in felony post-conviction relief matters. **May-August 1993**

Research Assistant, Omar Saleem—Professor of Law, St. Thomas University

Miami, FL

Performed scholarly research in insurance, environmental, and human rights law. Served as the professor's contact with various governmental agencies. **August 1992 to June 1993**

Law Clerk, Talbot & Associates—Attorneys at law

Miami, FL

Researched and drafted memorandum on various civil law issues, aided in drafting motions, pleadings, discovery and other documents. **November 1991 to May 1992**

Last Revised: July 2023

JAY DAIGNEAULT, ESQ., B.C.S.

Board Certified in City, County, and Local Government Law

1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Jay@cityattorneys.legal
(727) 735-4496

PRACTICE

Trask Daigneault, L.L.P.

Attorney at Law (Managing Partner)

Clearwater, FL
2005-present

Represent municipal and governmental clients in state and federal trial and appellate courts in a wide range of civil disputes as well as general representation of municipal boards and legislative bodies. City Attorney for the City of Seminole (2015 to present), and Town Attorney for the Town of North Redington Beach (2012 to present). Former City Attorney for City of Tarpon Springs and City of Indian Rocks Beach, and former Town Attorney for the Town of Kenneth City and the Town of Belleair. Practice focuses exclusively on municipal and governmental representation and related litigation, including cases arising under 42 U.S.C. § 1983 concerning police liability, land use and development, zoning, code enforcement, and employment. Representative cases include *Mojito Splash, LLC v. City of Holmes Beach*, 336 So.3d 137 (Fla. 2d DCA 2021); *City of Holmes Beach v. Coral Escapes of Holmes Beach, LLC*, 327 So.3d 361 (Fla. 2d DCA 2021); *Chapman v. Town of Redington Beach*, 282 So.3d 979 (Fla. 2d DCA 2019); *City of Tarpon Springs v. Planes*, 30 So.2d 693 (Fla. 2d DCA 2010); *Bellevue Biltmore v. Town of Belleair and Belleair Code Enforcement Board*, Florida Sixth Judicial Circuit, Appellate Division, Case No. 09-053-AP 88A; *Griswold v. Hillsborough County*, 598 F.3d 1289 (11th Cir. 2010); *Leib v. Hillsborough County Public Transportation Commission*, 558 F.3d 1301 (11th Cir. 2009); *Pace v. Ahler*, 282 Fed. Appx. 769 (11th Cir. 2008); *Schwarz v. City of Treasure Island*, 544 F.3d 1201 (11th Cir. 2008).

ADMISSIONS

- United States Supreme Court
- United States Court of Appeals for the Eleventh Circuit
- United States District Court, Middle District of Florida
- United States District Court, Northern District of Florida
- All state courts of Florida

EDUCATION

Stetson University College of Law

Juris Doctor, May 2006, Cum Laude
Stetson Law Review, Senior Associate

Gulfport, FL

Eckerd College

Bachelor of Arts, History
Clifford F. Griggs Award for Excellence in Pre-Law Studies

St. Petersburg, FL

MEMBERSHIPS

- Florida Municipal Attorneys Association
 - Past President, 2022
 - President, 2021-2022
 - Board of Directors, 2017-present; Treasurer, 2018-2019; President-Elect, 2019-2021
 - Steering Committee, 2012-2017
- Florida Bar Association
 - City, County, & Local Government Law Section
 - Appellate Law Section
- Clearwater Bar Association
 - Government and Administrative Law Chairperson, 2017-2020
- American Bar Association
 - Local Government Law Section / Litigation Section

THOMAS J. TRASK, ESQ., B.C.S.

Trask Daigneault, L.L.P.
1001 South Fort Harrison Avenue, Suite 201
Clearwater, FL 33756
Tel.: 727-733-0494, Extension 103
Fax: 727-733-2991
Email: Tom@cityattorneys.legal

EDUCATION

Walter F. George School of Law, Mercer University, Macon, Georgia
Juris Doctor, June, 1987

University of South Florida, Tampa, Florida
Bachelor of Arts, June, 1984

EXPERIENCE

Trask Daigneault, LLP, Clearwater, FL
(Member of the firm since 1988)

Partner

Specializing in local government law and related litigation. Currently Town Attorney for the Town of Belleair and City Attorney for the Cities of Oldsmar, Madeira Beach and Belleair Bluffs. Currently the Special Magistrate for the Town of Belleair Shores. Currently Code Enforcement Board Attorney for the City of Safety Harbor. Currently the Board Attorney for the City of Clearwater's Nuisance Abatement Board.

PROFESSIONAL AFFILIATIONS

Admitted to practice law in Florida, Georgia, the U.S. District Court for the Middle District of Florida and the United States Supreme Court.

Member of:

- The Florida Bar
 - The City, County and Local Government Section of The Florida Bar
- The Georgia Bar
- The Clearwater Bar Association
- The Florida Municipal Attorney Association

Board Certified Specialist by The Florida Bar in City, County and Local Government Law
AV Preeminent® Rated Attorney

Randy D. Mora, Esq.

Rmora003@gmail.com ♦ Clearwater, Florida ♦ Phone: (239) 357-4377

LICENSED JURISDICTIONS

- Florida State Bar - Board Certified in City, County and Local Government Law
- New York State Bar
- U.S. District Court for the Southern and Eastern Districts of New York
- U.S. District Court for the Middle District of Florida
- U.S. Court of Appeal for the Federal Circuit

LANGUAGE SKILLS

- English
- Spanish: Non-native, moderate proficiency

EDUCATION

The George Washington University Law School, Washington, D.C. - Juris Doctor (May 2010)

- Presidential Merit Scholar (full tuition scholarship)
- Moot Court Board, Co-Chair National Security Law Moot Court Competition (2008-2009)
- Hispanic Law Students Association (HLSA), President (2008-2009)

Florida International University, Miami, Florida, *Summa cum laude*

- B.A. in International Relations, Minor in Public Administration, Certificate in Caribbean Studies (2006)

PROFESSIONAL EXPERIENCE

Trask Daigneault LLP

Partner, Clearwater, Florida

Associate, Clearwater, Florida

City Attorney, City of Belleair Beach

City Attorney, City of Indian Rocks Beach

Special Magistrate, Town of Indian Shores

Town Attorney, Town of Kenneth City

- Counsel, advise, and represent municipal clients at city commission meetings, administrative hearings, and quasi-judicial hearings
- Anticipate and mitigate risks and legal issues for municipal clients in a diverse array of legal subjects
- Negotiate, draft, revise, and analyze ordinances, resolutions, and contracts for legislators and administrators
- Defend municipal clients in complex litigation by conducting legal research, drafting pleadings and motions, facilitating settlements where appropriate and presenting oral arguments in court
- Manage administrative aspects of firm, and chair all information technology (IT) issues, including digitization of firm's records, acquisition and implementation of practice management software, and other security needs

January 2019 - Present

January 2014 – December 2018

May 2022- Present

September 2015 - Present

May 2020 - Present

September 2014 – July 2022

Johnson, Pope, Bokor, Ruppel & Burns, LLP

Litigation Associate, Tampa, Florida

July 2012 – December 2013

- Represented clients in complex commercial litigation issues on topics such as intellectual property, construction disputes, *ad valorem* taxes and judgment collection; drafted discovery, pleadings and other legal documents necessary for litigation

Brown Rudnick LLP

Litigation Associate: New York, New York

October 2010 — June 2012

- Managed process of filing and amending complaints, and maintained all records for 300+ independent actions in connection with complex securities litigation emanating from Bernard L. Madoff Ponzi Scheme
- Researched and drafted legal memoranda on complex issues of jurisdiction pertaining to motion to dismiss briefing

COMMUNITY INVOLVEMENT

- Leadership Florida: Connect Class X (2019 - Present)
- Clearwater Bar Association, Member (2014 – Present)
- Morton Plant Foundation, Skip Cline Society for Young Professionals (2016 to Present)
- Leadership Pinellas, Member (Class of 2013 - 2014)

PRESENTATIONS AND SPEAKING ENGAGEMENTS

- Florida League of Cities University & Regional League Chapters
 - (2015 to Present) - Lecturer on Ethics, Public Records, Open Government & Technology
- Florida League of Cities' Annual Conference
 - (2022-24) – Mandatory Four-Hour Ethics, Public Records, and Open Meetings Presentation
 - (2024) – Homelessness in Public Areas: Practical Approaches to HB 1365
 - (2023) – Respectful Public Service: Identifying Challenges, Solutions & Best Practices
 - (2022) – Training: HB 7 and Ways to Continue DEI Conversations
 - (2021) – Social Media: Reaching Your Residents, Staying in Bounds
- Florida League of Cities' Institute for Elected Municipal Officials
 - (2022 - Present) – Parliamentary Procedures & the Role of City Attorneys
 - (2015 - 2022) - Basics in Public Records, Open Meetings, and Ethics
- Florida City and County Management Association
 - (2024) – Unauthorized Public Camping and Public Sleeping: Implementation and Best Practices
- Florida Municipal Insurance Trust
 - (May 2023) – Insurance Basics for Municipalities in Florida
 - (March 2022) – Cybersecurity: Impacts, Takeaways, & Remediation Strategies
 - (Feb. 2019) – ADA and Public Meeting Livestreaming
- Florida Municipal Attorneys Association
 - (July 2022) – Pedestrian Safety, Solicitation and Proliferation of Micro-Mobility Devices
 - (July 2019) – Americans with Disabilities Act (ADA) & Website Compliance
- City of New Smyrna Beach
 - (Sept. 2023) – Team Based Solutions & Service for Public Officials
- Sarasota Housing Authority
 - (Aug 2023) - Best Practices in Public Meetings & Parliamentary Procedure
- University of South Fla. Fla. Institute of Government
 - (May 2023/2024) – Florida Association of Code Enforcement – Fundamental Legal Principles
- Volusia County Board of County Commissioners
 - (Jan. 2023) – Best Practices in Public Meetings & Parliamentary Procedure
 - (Nov. 2021) - Best Practices in Public Meetings & Parliamentary Procedure
- Volusia League of Cities & Tri-County League of Cities
 - (2022-Present) - Mandatory Four-Hour Ethics, Public Records, and Open Meetings Presentation
- City of Belle Isle
 - (Oct. 2022) – Best Practices in Public Meetings & Parliamentary Procedure
- Clearwater & St. Petersburg Bar Association
 - (Jan. 2021) – Florida Public Records Law, Social Media, & Emerging Technologies
 - (Jan. 2019) – Legal History and Issues For ADA and Website Accessibility
- Pinellas County
 - (Sept. 2019) – Legal History and Issues For ADA and Website Accessibility

NANCY S. MEYER, ESQ.

1001 S. Fort Harrison Ave., Ste. 201, Clearwater, FL 33756
(727) 733-0494 • Email: *Nancy @cityattorneys.legal*

LEGAL BACKGROUND

Trask Daigneault, LLP (2020) / Clearwater, Florida

Practice Areas: Representation of municipal clients in general representation and civil litigation matters.

Pinellas County Attorney's Office (2013 to 2020) / Clearwater, Florida

Senior Assistant County Attorney

Practice Areas: Responsible for representation of Pinellas County in civil litigation matters in trial and appellate courts, defense of workers' compensation claims for Pinellas County and the Pinellas County Sheriff's Office

Abbey, Adams, Byelick and Mueller, LLP (2002 to 2011) / St. Petersburg, Florida

Senior Associate Attorney

Practice Areas: Workers' compensation defense for clients of private law firm

Office of the State Attorney, Sixth Judicial Circuit (1998 to 2002) / Clearwater, Florida

Assistant State Attorney

Practice Areas: Prosecution of felony and misdemeanor cases (responsible for all aspects of litigation from investigation through jury trial)

St. Petersburg College (2010 to 2012) / Clearwater/Pinellas Park/St. Petersburg, Florida

Adjunct Professor (Civil Litigation, Business Law, Bankruptcy)

PROFESSIONAL

-Member of the Pinellas County Trial Lawyers Association (2023 – current)

-Clearwater Bar Foundation, Secretary (2023-current)

-Member of Florida Bar Grievance Committee for the Sixth Judicial Circuit Group 6B (2017-2019)

-Member of the Clearwater Bar Association (Co-chair of Professionalism Seminar Committee 2014)

-Member of the St. Petersburg Bar Association (Professionalism Award Committee 2010)

-Barney Masterson Inn of Court (2014-2016 Group Presentation Leader)

-Leadership Pinellas (Class of 2016)

-Leadership Pinellas, Board of Directors (2024 – 2027)

EDUCATION

Stetson University, College of Law (Juris Doctorate)

-Moot Court Board, Teaching Fellow, Research Assistant

University of South Florida (B.A. Finance)

-Teaching Fellow

BAR ADMISSIONS

-Florida Bar

-U.S. District Court, Middle District, Florida

-U.S. District Court, Northern District, Florida

- United States Court of Appeals for the Eleventh Circuit

MEGAN R. HAMISEVICZ, ESQ.
1001 South Fort Harrison Avenue, Suite 201, Clearwater, FL 33756
Tel: 727.275.1989 • Email: Megan@cityattorneys.legal

EDUCATION

New England Law Boston	Boston, Massachusetts
<i>Juris Doctor</i>	May 2015
<u>Honors:</u>	Justice Sandra Day O'Connor Full-Tuition Merit Scholarship, 2011–2015 Dean's List, 2011–2015

Marist College	Poughkeepsie, New York
<i>Paralegal Certificate</i>	February 2010
<u>Honors:</u>	Dean's List, 2009–2010

The University of Tampa	Tampa, Florida
<i>Bachelor of Science in Criminology</i>	May 2008
<u>Honors:</u>	Presidential Scholarship, 2004–2008 Honors Program, 2004–2008 Dean's List, 2004–2008

PROFESSIONAL LICENSES

-
- Member in Good Standing of The Florida Bar since 2020

LEGAL EXPERIENCE

Trask Daigneault LLP	Clearwater, Florida
<i>Associate</i>	March 2022 – Present
<i>Real Estate Paralegal</i>	July 2018 – March 2022

- Conducts residential and commercial real estate closings and serves as escrow officer, which includes the receipt and disbursement of funds
- Prepares closing documents for residential and commercial real estate transactions, including settlement statements, deeds and affidavits
- Examines and clears requirements on title commitments and resolves title defects prior to closing
- Maintains a working knowledge of all current title laws, procedures and compliance as related to real estate transactions
- Prepares Wills, Trusts, Durable Power of Attorneys, Health Care Proxies, and other estate-planning documentation
- Handles representation of Personal Representatives and Trustees from opening to closing of probate estates and trusts

Ligris & Associates, P.C.	Boston, Massachusetts
<i>Commercial Real Estate Attorney</i>	May 2015 – July 2018
<i>Real Estate Paralegal</i>	August 2011 – May 2015

- Drafted documents for commercial real estate transactions, including the preparation and negotiation of purchase and sale agreements, loan documents, commercial leases, easements and similar real property agreements
- Represented lenders in complex commercial loans, asset-based loans, business lines of credit, and real estate, construction and SBA loans
- Reviewed title work to determine ownership, encumbrances and any title defects

The Law Offices of Saffioti & Anderson	Newburgh, New York
<i>Real Estate Paralegal</i>	September 2008 – August 2011

**LETTER OF INTEREST FROM CHRISTMAN LAW, P.L.
TO SERVE AS INTEREST FOR
THE CITY OF ST. PETE BEACH, FLORIDA**

Prepared Especially John K. Taylor, Procurement Manager

Submitted: September 18, 2024

CHRISTMAN LAW, P.L.

a professional limited liability company

613 31st Street
Niceville, Florida 32578

Telephone (863) 224-8900
hmaxlaw@outlook.com
hrchristman@icloud.com

Dear Mr. Taylor,

I am writing this letter to express my interest in the Interim City Attorney position for the City of St. Pete Beach. Based on information regarding the needs of the City I have ascertained thus far, I am confident that I have the background, interest and present availability to assist the City, on an interim basis, to provide the City the continuity it needs until such time that an permanent City Attorney is appointed. Given the scope of the City's needs as I presently understand them, it appears a substantial amount of time and physical presence will be necessary. I am amenable and able to temporarily locate myself in or near the St. Pete Beach area for the duration of any engagement.

I received a Juris Doctorate from the University of Florida, Levin College of Law, in 2002. Since beginning to practice law, I have continuously represented Florida local governments in many capacities for over 17 years. Within this timeframe, and as more fully detailed in my CV, I have served as City Attorney for the City of Eagle Lake, City Attorney for the City of Lake Hamilton, Assistant County Attorney and Acting County Attorney for Walton County, Code Enforcement Special Magistrate for Winter Haven, Haines City, Frostproof, Dundee, Lake Alfred, Howey in the Hills, Fort Meade, Frostproof and Wauchula, Land Development Special Magistrate for the City of Winter Haven, Red Light Camera Hearing Officer for the City of Haines City, and Hearing Officer for the Polk County School Board.

In addition to local government representation, for the first decade of my practice, I devoted a substantial amount of my practice to also representing private clients in matters involving local governments, such as eminent domain, land use issues, elections and public records matters. I discovered my passion to work with local governments early on in my career, and in 2017, I made the decision to limit my practice to exclusively representing Florida local governments, with very limited exceptions. Presently I am fortunate to have the ability to dedicate the amount of time and energy necessary to competently and adequately represent the City of St. Pete Beach for the time period suggested in the City's Bid Posting.

Having said this, I would like to present some of the areas in which I have substantial experience relevant to any Florida municipality, and particular, St. Pete Beach, as a coastal community.

- All matters related to Comprehensive Plan, Zoning and Land Development Regulations;
- Representation City, County, Local Planning Agencies and CRA boards;
- Sunshine Law;
- Public Records;
- Ethics and Voting Conflicts;
- Litigation regarding development approvals and other municipal matters;
- Legislative and Quasi Judicial processes and procedures;

- Drafting ordinances, resolutions;
- All matters related to municipal government procurement, bidding and bid contests;
- Capital improvement projects, including contractor disputes;
- Water, wastewater, and other public utility matters, from inception to completion;
- Impact fees and other municipal finance related matters;
- Contract drafting and negotiation;
- Municipal budget and millage process and procedures;
- Election matters including representation of canvassing boards;
- Eminent Domain;
- Code Enforcement;
- Significant involvement with Customary Use legislation on behalf of Walton County.

For your convenience, I have included a proposal, with the understanding that the City of St. Pete Beach may desire to negotiate various aspects in order to best suit the City's needs. I look forward to answering any questions you may have and look forward to meeting with you and the Commission. If anything further is needed, please advise.

Respectfully submitted,

Heather R. Maxwell

For the Firm

**PROPOSAL FROM CHRISTMAN LAW, P.L.
TO SERVE AS INTERIM CITY ATTORNEY FOR
CITY OF ST. PETE BEACH, FLORIDA**

INTRODUCTION

I respectfully submit this proposal for my firm to serve as Interim City Attorney for the City of St Pete Beach. This submission includes the basic elements of my proposal, firm philosophy, resume, an overview of my firm, a list of practice areas of the firm, professional affiliations and attorney profile. Attorney Heather R. Maxwell (f/k/a Christman) is the founder, owner and sole practitioner of Christman Law, P.L.

PROPOSAL

Attorney Maxwell proposes to serve as the Interim City Attorney for the City of St. Pete Beach and provide necessary and requested legal services as directed by the City Council, City Manager, and City Mayor and individual Councilmembers, Department Heads, and City Clerk, as appropriate. Attorney Maxwell is experienced, capable and agreeable to providing such legal services, including litigation, as Interim City Attorney on the following basis. Legal services requested by the City shall be billed monthly, on an hourly basis, at a reduced hourly rate of \$_____. The firm would not represent the City regarding a few specialty areas of law such as pension law, specialized labor issues, bond opinion letters, and those matters which the City's insurer provides defense counsel pursuant to its insurance policy. Also, as is customary, the hourly fee would not include legal research charges, and the like which are incurred at the request of the City and as part of Attorney Maxwell's representation of same.

Attorney Maxwell will perform the work as Interim City Attorney to the City of St. Pete Beach and will be in attendance at all regular and special Commission meetings and other meetings which she is requested to attend. Should an unavoidable conflict arise, a qualified substitute attorney will appear in her place. Attorney Maxwell will also make every effort to attend civic event as a courtesy and at no charge to the City when beneficial to the City.

It is respectfully submitted Attorney Maxwell's background and experience will enable her to provide the City of Niceville a comprehensive array of municipal legal services on a timely basis, in an efficient manner, for fair and reasonable compensation. Inquiries are welcome regarding this proposal, firm experience or qualifications.

FIRM PHILOSOPHY

It is this firm's philosophy and practice in the representation of governmental clients to be non-political. As such, Attorney Maxwell does not favor any particular City official in the rendering of legal services. Attorney Maxwell views her job as simply to dispense the highest caliber of legal services to the City in a consistent manner, in cooperation with all City officers

and employees and refrain from becoming involved in any manner whatsoever with regard to political or administrative policy decisions. It is also this firm's philosophy and practice to be easily accessible, Attorney Maxwell will make every effort to be available to her government clients to address issues quickly and professionally as they arise. It is Attorney Maxwell's opinion that it is only when legal services are rendered in this manner that legal counsel will be most effective and of maximum benefit to the City.

ATTORNEY RESUME / FIRM OVERVIEW

Christman Law, P.L. was established in 2010 by Heather R. Maxwell (f/k/a Heather R. Christman). Attorney Maxwell serves as City Attorney for the City of Eagle Lake, the City of Eagle Lake Community Redevelopment Agency and Special Magistrate for the City of Frostproof. Attorney Maxwell has served as City Attorney for the City of Lake Hamilton, Florida, assistant County Attorney and Acting County Attorney for Walton County, Florida, Special Magistrate for the City of Winter Haven, City of Haines City, City of Fort Meade, City of Frostproof, City of Lake Alfred, City of Wauchula, City of Dundee and City of Howey-in-the-Hills. Attorney Maxwell has served as the Land Development Special Magistrate for the City of Winter Haven, Red-Light Camera Hearing Officer for the City of Haines City, attorney for the Polk County Municipal Board of Examiners and attorney for the Polk County Economic Development Agency. Attorney Maxwell has also served as the Polk County School Board Hearing Officer for employee disciplinary appeals. Attorney Maxwell has served as attorney for private clients in eminent domain, land use and various other litigation and non-litigation matters.

Prior to establishing Christman Law, P.L., Attorney Maxwell trained under Robert G. Fegers until Judge Fegers' election to the Polk County Judiciary in 2010 (retired 2024). Attorney Maxwell's Special Magistrate services to the above cities were governed through an Interlocal Agreement with the City of Haines City.

As a local government attorney, Attorney Maxwell has practiced and is knowledgeable in virtually all areas of municipal law, including but not limited to, comprehensive planning, zoning and development processes, legislative and quasi-judicial procedures, drafting legislation, ordinances and resolutions, easements, infrastructure improvements, bond validations, code enforcement, building regulations and employment matters. Attorney Maxwell has served as counsel to Florida local governments for the duration of her nearly 18 years legal practice and is highly experienced in representing local governments and providing legal guidance during Commission meetings, department meetings, mediations and other forms of conflict resolution, and administrative matters. Attorney Maxwell is also highly knowledgeable and has provided numerous training sessions to local government elected officials, municipal personnel, and law enforcement personnel, in the areas of Sunshine Law, public records, ethics, financial disclosures, and government procurement.

Attorney Maxwell re-located her primary residence from Central Florida to Niceville, Florida in January 2017, and has chosen to limit her practice exclusively to the area of local government representation. Attorney Maxwell is the sole proprietor and attorney for her firm, and divides her time between Central Florida and the Florida Panhandle, and maintains her primary physical home office in Niceville, Florida.

PAST AND PRESENT PRACTICE AREAS

Governmental
Municipal – Sunshine Law, Public Records, Ethics, Public Procurement
Civil Litigation
Eminent Domain
Construction Litigation
Inverse Condemnation
Real Property
Zoning, Land Use, Environmental
Real Estate, Probate and Estate Planning

ATTORNEY PROFILE HEATHER R. CHRISTMAN

Born: Midwest City, Oklahoma, July 2, 1977

Positions: Member/Manager, Christman Law, P.L., October 2010-Present
Assistant County Attorney/Acting County Attorney, Walton County, 2017-2021
Attorney, Robert G. Fegers, P.L., 2006-2010

Education: University of Florida, Bachelor of Science, 1999
Major: Microbiology and Cell Science

University of Florida, Levin College of Law, Juris Doctorate, 2002

Florida State University, Master of Science in Management, 2004

Admitted to Florida Bar: April 2007

Bar Admissions: All Courts of the State of Florida.

PAST AND PRESENT PROFESSIONAL AFFILIATIONS

Member, Florida Bar;
Past-Chair Board of Directors Our Children's Academy and Rehab Center;
Past Co-Chair, Advisory Board for the Lake Region High School Academy of Law, Justice and Governance;
Past-Member, 10th Judicial Circuit Pro-Bono Committee;
Past-Member, 10th Judicial Circuit Bench-Bar Committee;
Past-Member, Florida Municipal Attorneys Association;
Past-Member, Polk County Trial Lawyers Association;
Past-Member, East Polk County Bar Association;
Past-Member, Polk County Women's Bar Association;
John Marshall Bar Association;
Alpha Zeta Professional Fraternity.

**CITY COMMISSION MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Approve the first reading of Ordinance 2024-03: Permitting Attached Single-family Residential in the Resort Facilities Medium Zoning District and Adjusting Subdivision Lot Coverage Standards

Action Request: Motion to approve the first reading of Ordinance 2024-03.

Strategic Objective: Diversity in residential

Date: September 23, 2024

Prepared By: Brandon Berry, Senior Planner

Through: Frances Robustelli, City Manager

Summary of Issue: Ely Payne of Baysite Engineering LLC for SMILEY'S SNACK SHACK INC. requests amendments to Division 14 - RESORT FACILITIES MEDIUM DISTRICT to permit attached single family as an allowable residential dwelling type, and DIVISION 24 - SUBDIVISIONS to permit attached single-family lot coverage standards to be calculated at the zoning lot (overall development) scale rather than the scale of the individual subdivided parcels that comprise the subdivision.

A recommendation of approval was made to the City Commission on this item by the Planning Board at the September 16 meeting, passing 3-2. The dissenting voters expressed concerns about unintended consequences in other future projects or rezonings, particularly related to the first request allowing for attached-single family development in the RFM District.

Funding: This is a privately-initiated Land Development Code amendment. Costs were borne by the applicant.

Attachments:

1. Ordinance 2024-03 (Draft)
2. Staff Report
3. Ordinance 2024-03 - Business Impact Estimate

Ordinance 2024-03

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CITY'S LAND DEVELOPMENT CODE DIVISION 14 – RFM RESORT FACILITES MEDIUM DISTRICT, SECTION 14.2. – PERMITTED PRINCIPAL USES AND STRUCTURES, AND DIVISION 24 – SUBDIVISIONS, SECTION 24.9. – DEVELOPMENT AND SUBDIVISION OF SINGLE-FAMILY ATTACHED DWELLINGS; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

WHEREAS, the City's use standards for the RFM District and attached single-family developments have remained relatively unmodified since their adoption in 2003.

WHEREAS, the applicant for this text amendment made complete an application on June 24, 2024 to request adding "attached single-family" as a permitted residential dwelling type in the RFM District.

WHEREAS, Staff reviewed the request at Technical Review Committee on July 17, 2024 where no concerns were expressed about the aforementioned request, but where Staff indicated that the layout of townhouse lots the applicant proposed for a companion plat were not of sufficient permeable surface to permit administratively.

WHEREAS, at the July 17, 2024 Technical Review Committee, the applicant chose to amend their request to modify the City's subdivision regulations to have permeability requirements calculated at the development rather than the individual parcel level.

WHEREAS, Staff has reviewed this request as amended and found it to be consistent with the City's Comprehensive Plan and other related regulations in the Land Development Code.

WHEREAS, the Planning Board reviewed this request at the August 19, 2024 meeting and recommended [approval/denial/approval with conditions] of this Ordinance to the City Commission at a vote of [x-x].

WHEREAS, this Ordinance is exempt from the requirement to prepare a business impact estimate pursuant to Florida Statute 166.041(4)(c)7.a.

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

SECTION 1. Recitals. The above recitals ("Whereas" clauses) are hereby adopted as legislative findings, purpose and intent of the City Commission.

SECTION 2. The Land Development Code is amended as shown in EXHIBIT A to this Ordinance.

SECTION 3. Codification. This Ordinance shall be codified in the Land Development Code of the City of St. Pete Beach.

SECTION 5. Conflicts. All ordinances or parts of ordinances, in conflict herewith are hereby repealed to the extent of any conflict with the Ordinance.

SECTION 6. Severability. The provisions of this Ordinance are declared to be severable, and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance as they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 7. Scrivener's Error. The City Attorney may correct scrivener's errors found in this Ordinance by filing a corrected copy of this Ordinance with the City Clerk.

SECTION 8. Construction. This Ordinance is to be liberally construed to accomplish its objectives.

SECTION 9. Publication. This Ordinance shall be published in accordance with the requirements of law.

SECTION 10. Effective Date. This ordinance shall take effect immediately upon adoption.

FIRST READING: _____
 PUBLISHED: _____
 SECOND READING: _____
 PUBLIC HEARING: _____

CITY COMMISSION, CITY OF ST. PETE
 BEACH, FLORIDA.

 Adrian Petrila, Mayor

I, Amber LaRowe, 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 _____, 2023.

Words ~~stricken~~ through shall be deleted. Words underscored constitute the amendment proposed. The symbol *** constitutes code sections not shown for purposes of brevity. Remaining provisions are now in effect and remain unchanged.

Amber LaRowe, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Andrew Dickman, City Attorney

Words ~~stricken~~ through shall be deleted. Words underscored constitute the amendment proposed. The symbol *** constitutes code sections not shown for purposes of brevity. Remaining provisions are now in effect and remain unchanged.

EXHIBIT A

Land Development Code Division 14 – RFM RESORT FACILITIES MEDIUM shall be amended as follows:

Sec. 14.2. Permitted principal uses and structures.

Subject to the provisions or restrictions contained in this section and elsewhere in this Code, permitted uses and structures in the RFM Resort Facilities Medium District are as follows:

(j) Residential dwellings—~~Multifamily-only~~ and attached single-family.

Land Development Code Division 24 – SUBDIVISIONS shall be amended as follows:

Sec. 24.9. - Development and subdivision of single-family attached dwellings.

Except in the RU-1, RU-2, RLM-1 and RLM-2 districts where single-family attached dwellings are not permitted, the design and the platting of developments containing single-family attached dwellings shall meet the following requirements:

(b) Notwithstanding the provisions of section 24.8(f), the minimum width of an individual unit within a single-family attached development shall be 16 feet, and when subdivided into separate lots, the maximum lot coverage for an individual zoning lot shall be 70 percent.



**PLANNING DIVISION
LAND DEVELOPMENT CODE TEXT CHANGE
STAFF REPORT TO THE
CITY OF ST. PETE BEACH CITY COMMISSION**

CASE NO.: 24041
APPLICANT/AGENT:
PREPARED BY:

HEARING DATE: September 16, 2024
Baysite Engineering LLC for Smiley's Snack Shack Inc.
Brandon Berry, Senior Planner

REQUEST

This application is a request for a Two-Part Land Development Code Text Change as amended:

- (1) Request to add "attached single-family" (townhouses) as an allowable residential building type in the RFM – Resort Facilities Medium zoning district (LDC Sec. 14.2.(j));
- (2) Modify LDC Sec. 24.9.(b) to clarify that the lot coverage maximum of 70 percent applies to the "zoning lot" rather than the individual lots or parcels that comprise the zoning lot.

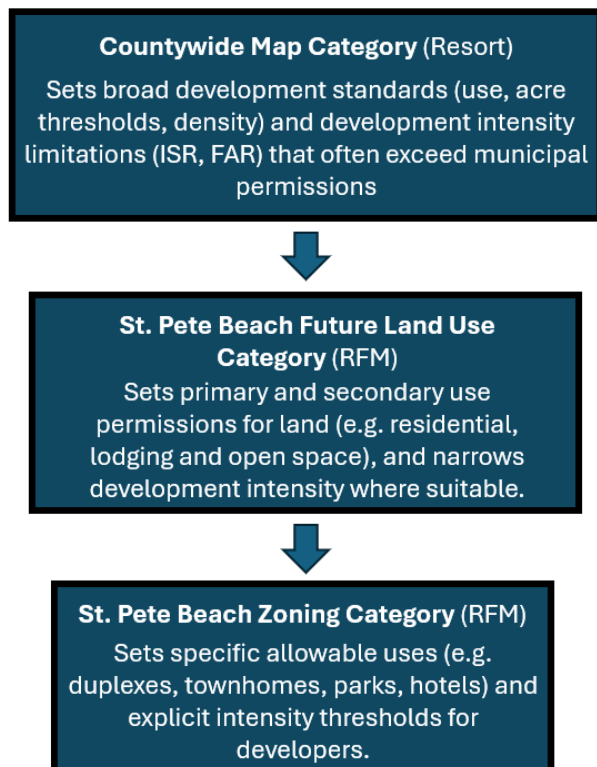
This case is associated with Ordinance 2024-03, which contains the proposed adopting language.

BACKGROUND

Request (1)

The applicant and agent for this project is seeking to develop a four-unit townhome-style development at 3700 Gulf Boulevard, one of the few remaining parcels in the City that retains the "Resort Facilities Medium" (RFM) zoning and Future Land Use category that was adopted by the City in 2003. An agent for the owner initially applied in early 2024 for a resort-style development with the same layout as the applicant is proposing for the residential townhouse development, with the current agent requesting to instead develop the property with residences rather than transient rentals.

RFM is both a zoning and a future land use category, as well as the local implementation of the Forward Pinellas' "Resort" Countywide Category. The Resort category provides broad standards, which are narrowed to more direct local standards in the City's Comprehensive Plan, which are then further narrowed to specific density, intensity, height, and other development standards in the City's Land Development Code. As the RFM zoning district is not part of the Community Residential District and therefore was not modified to be identical to its Future Land Use standards when the City



settled its Comprehensive Plan in 2015, there are elements of the zoning category that are stricter than the Comprehensive Plan category, which is in turn stricter than the County category. The Land Development Code can be stricter, but not more lenient, than the Comprehensive Plan as it pertains to use and development standards of land.

The City's RFM future land use category permits residential and transient accommodations as primary uses. Both are permitted in the land use category without need for special approvals outside of the site planning and building permit process. However, the RFM zoning category currently permits only multifamily, like apartment dwellings and condominiums, as an allowable residential use type. City zoning classifications differentiate between multifamily development and attached single-family development, commonly known as townhouses, which are often developed to allow for fee-simple ownership of the individual unit as well as occasionally some portion of the exterior of the unit, with the remainder of the land kept in a tract in common ownership. In tandem with this subject code change, the applicant is seeking a preliminary plat (Case #24042) to allow for such a subdivision. This plat was recommended to the City Commission by the Board of Adjustment at a vote of 5-0 on August 28, 2024.

Request #2

The agent met with staff for Technical Review Committee on July 17, 2024 to discuss this request. At the meeting it was determined the individual fee-simple parcels that the applicant is requesting under Case #24042 did not all individually meet the lot coverage limitations of 70 percent pursuant to LDC Sec. 24.9.(b). The applicant has amended the request to specify that the lot coverage limitation applies to the zoning lot, or the overall parcel for which the subdivision is requested, rather than the proposed individual fee-simple ownership parcels.

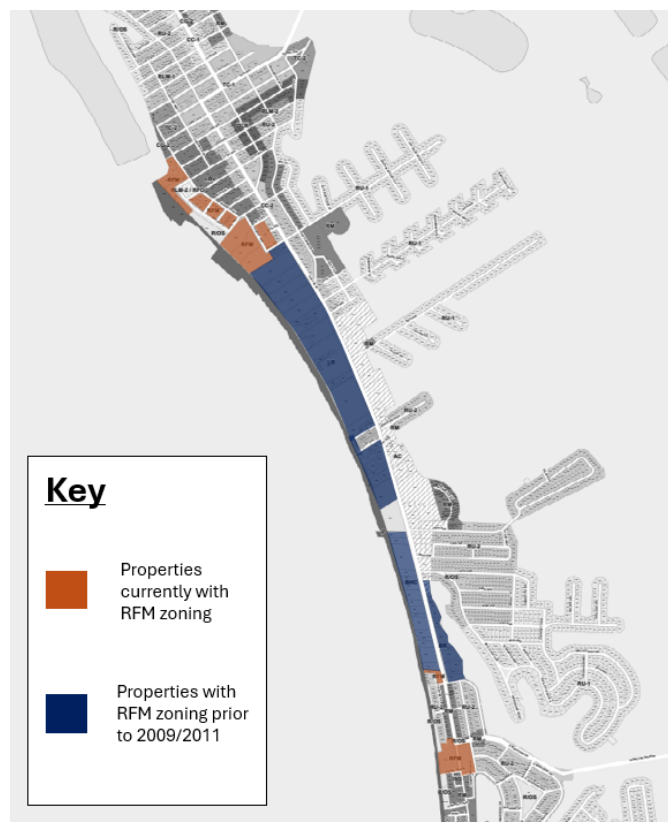
APPLICABILITY

Request #1

The request to add attached single-family as a residential building type would apply to all parcels in the RFM zoning district.

From 2003 to 2008, RFM comprised the zoning of almost all parcels west of Gulf Boulevard between 37th and 64th Avenues, excluding a small cluster of commercial properties between 51st and 52nd Avenues, and the County parking lot. Properties north of the County parking lot were zoned into the LR – Large Resort District in 2009, and most properties to the south into the BHC – Boutique Hotel/Condo District in 2011.

As of this hearing, only eleven developments remain within the RFM zoning district. These include several Upham Beach-area condominium developments to the immediate east and



west of Beach Plaza, the three Silver Sands phases west of Sunset Way, the former Smiley's Snack Shack lot which the applicant seeks to develop, a condominium north of the applicant's property, and the Don CeSar Hotel along with its parking lot. Other than the applicant's property and the Don CeSar Hotel with parking lot, all other RFM-zoned developments are in condominium ownership.

Request #2

The request to allow lot coverage to be assessed at the zoning lot level rather than individual parcel level when an applicant is undertaking a subdivision for attached single-family development purposes would apply to any zoning category where townhouse development is permitted. These are currently the RM – Residential Medium, UBV – Upham Beach Village, ROR – Residential/Office Retail, BR – Bayou Residential, and DCR – Downtown Core Residential Districts. If Request #1 is approved, the RFM – Resort Facilities Medium District would also be eligible for attached single-family development.

ANALYSIS

Request #1

While introducing the possibility of a new construction and residential ownership type, the subject request does not increase any development standard, such as height, density, or overall intensity. No property owner in the RFM District could build a larger, taller, or higher-unit count development than the Land Development Code currently allows as the result of this request, only a townhome-style development. In the RFM District, apartments and condominiums are the only allowable multifamily residential construction and ownership types at this time.

Staff has spoken to the nearby beach communities of Treasure Island and Madeira Beach to learn what types of residential development are permitted in their resort, beachfront and beach-adjacent zoning category. Treasure Island permits attached single-family in its resort category, and Madeira Beach is amending its zoning code to permit this building type.

While not impossible, elective redevelopment of condominium properties is rare. As all but two developments in the RFM zoning are condominiumized, staff finds that immediate impacts of this change outside of the companion development the applicant is seeking to be unlikely. This does not, however, account for future zoning into or out of the category. Given local limitations, it is unlikely that other properties between 37th and 64th Avenues that share the countywide Resort category would elect to zone into the RFM category, given the significant limitation in density and intensity that would occur under current code standards. Both the LR and BHC zoning categories allow, with City Commission approval, a lodging density more than double that of the subject category. The residential density is the same in the RFM as the LR District, and is three units fewer per acre than permitted in the BHC District.

Request #2

Adopting this request could result in townhouse-style development subdivisions where individual fee-simple parcels have a lot coverage of effectively 100 percent, such as where ownership follows the center of the walls of a single unit and includes no outdoor greenspace. However, it would still require the overall development parcel to retain a 70 percent lot coverage, requiring common areas or other individual parcel(s) to counterbalance higher lot coverage on any other individual parcel. The applicant has applied for a plat that would take advantage of both requests

proposed here. This plat has individual lot coverage which significantly exceeds 70 percent, but with a zoning lot that is compliant when accounting for provided greenspace maintained on the common parcel.

The City's existing single-family attached dwelling subdivision regulations place stricter standards on these development types than other residential types, requiring that the development be replatted if developed in any other form than townhouses. As this standard is remaining in place if the request is adopted, property owners could not create a situation in which the zoning lot standards are exceeded, provided that adequate safeguards like covenants are put into place during the platting and development process.

CONSISTENCY WITH THE COMPREHENSIVE PLAN

The Comprehensive Plan provides minimal comment on attached-single family development or subdivision regulations in specific, instead encouraging a variety of housing types in the Housing Plan Element. This amendment would promote that policy. The Comprehensive Plan promotes subdivision regulation generally, but does not provide specifics. Staff does not find these amendments would be inconsistent with the Comprehensive Plan.

SUMMARY/RECOMMENDATION

Staff does not take issue with either request. The expected immediate impact is low and pertains in the near term only to a single lot the applicant seeks to redevelop. Longer-term, Request #2 does potentially result in developments with ownership schemes where individual units contain less greenspace, in favor of more greenspace residing in a common tract. However, if adequate safeguards are put in place that ensure individual owners in the development are collectively responsible for the maintenance of the greenspace tract, and such is made a condition of approval, the request will not result in development projects that exceed current allowable lot coverage standards.

This item was sent to the Planning Board, sitting as the Local Planning Agency, on September 9, 2024 for recommendation to the City Commission.

RECOMMENDED MOTION

"Motion to approve the first reading of Ordinance 2024-03."

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of St. Pete Beach website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CITY'S LAND DEVELOPMENT CODE DIVISION 14 – RFM RESORT FACILITIES MEDIUM DISTRICT, SECTION 14.2. – PERMITTED PRINCIPAL USES AND STRUCTURES, AND DIVISION 24 – SUBDIVISIONS, SECTION 24.9. – DEVELOPMENT AND SUBDIVISION OF SINGLE-FAMILY ATTACHED DWELLINGS; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of St. Pete Beach is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of St. Pete Beach is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement;
- ☐ The proposed ordinance is enacted to implement development orders and development permits, as those terms are defined in s. 163.3164, F.S., and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss.163.3220-163.3243;
- ☒ The proposed ordinance implements a comprehensive plan or land development regulation amendment and was initiated through application by a private party other than the municipality.
- ☐ The proposed ordinance relates to Sections 190.005, 190.046, 553.73 (Florida Building Code), or 633.202 (Florida Fire Prevention Code).

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of St. Pete Beach hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

Provides for attached-single family as a permitted residential use type in the Resort Facilities Medium District, which currently permits residential but only in a multifamily (apartments or condominiums) arrangement. Also amends the lot coverage standards for attached-single family dwellings to permit the coverage standards to be met at the zoning lot level rather than the individual lot level. While these amendments were privately initiated, they serve the public purpose by allowing for a use arrangement that may be desirable in certain contexts, and by allowing for parcel coverage standards that preserve the intent of the City's stormwater and landscaping provisions.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Pete Beach, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City of St. Pete Beach's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

This ordinance is permissive in nature and is not expected to have any direct economic impact on private, for-profit businesses in the City of St. Pete Beach in terms of compliance costs. There are also no additional new fees or regulatory costs introduced with this ordinance above those involved in the voluntary development of the use that is the subject of this ordinance. This ordinance does not impose additional requirements on any business or property owner, only provide for alternative development options to those currently permitted.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

The business or developer responsible for development of the lot accompanying this ordinance for subdivision is likely to benefit from the ordinance. There are also ten other developments remaining within the RFM District that, while many are condominiums and are unlikely to redevelop in the near future, would also benefit from this ordinance. The subdivision lot coverage standards would only apply to a property owner who chooses to redevelop or newly-develop attached single-family, of which there are few in the City.

4. Additional information the governing body deems useful (if any):

[You may wish to include the methodology or data used to prepare the Business Impact Estimate in this section. For example: City of St. Pete Beach staff solicited comments from businesses in the City of St. Pete Beach as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City of St. Pete Beach website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses); therefore, the proposed ordinance does not affect only businesses.]

A member of the Planning Board had requested design standards to be provided for attached single-family development. The applicant is responsible, through an accompanying variance, to maintain the general façade rendering as presented. However, there are no design requirements for projects in the RFM District.