

FINANCE & BUDGET REVIEW COMMITTEE MEETING MINUTES
February 5, 2025– 3:00 P.M.

PRESENT: Jack Samorajczyk, Chair
Col. Mike Grieger, Vice Chair
Stacy Allen, Member
Tim Polanowski, Member

ABSENT: Kathy English, Member

STAFF PRESENT: Andrew Laflin, Interim Finance Director; Ginny Bodkin, Deputy City Clerk; Camden Mills, Public Services Director

The meeting was presided over by Member Samorajczyk in the absence of the Chair; he called the meeting to order at 3:00 PM.

1. Approval of the Agenda – There were no changes to the agenda.

The Deputy Clerk reviewed the changes in Committee membership since July of 2024, including the loss of Chair Melodayo (who served since 2008), Vice Chair Conner, and Member Sarubbe. Those members were replaced however, it was suggested to add the appointment of a Chair and Vice Chair to the agenda.

Motion: Member Samorajczyk moved, and Member Greiger seconded to approve the February 5, 2025 agenda with the addition; the motion carried unanimously by voice vote.

2. Audience Comments – There were no comments.

3. Action Items

a. Approval of the Minutes – November 6, 2024

Motion: Member Samorajczyk moved, and Member Greiger seconded to approve the minutes for the November 6, 2024 meeting; the motion carried 4-0.

b. Appointment of Committee Officers (Added)

Motion: Member Greiger moved, and Member Polanowski seconded to appoint John Samorajczyk as Committee Chair until May 2025; the motion carried 4-0.

Motion: Chair Samorajczyk moved, and Member Polanowski seconded to appoint Col. Mike Greiger as Committee Vice Chair until May 2025; the motion carried 4-0.

4. Discussion Items

Interim Finance Director Andrew Laflin provided a brief update on the state of the Finance Department operations, as two new members have been appointed. He introduced himself as President and CEO of Aclarian, which provides outsourced accounting services to local governments. He was contracted in St. Pete Beach in August of 2024. He reported the 2024 audit

is in process, anticipating completion by March 31st. The City has extended an offer to a permanent Finance Director from Colorado; she will begin working remotely in March until she transitions to Florida. The City's Accounting Manager has recently resigned; his team can assist until that position is filled.

Mr. Laflin reviewed a presentation that was part of the meeting agenda packet.

- There will be a mid-year budget amendment to come before the City Commission (projected to present late March or April)

a. Financial Overview Post-Hurricanes

- Hurricane Helene related expenses incurred to date totaling \$1,534,914 – broken down
- Hurricane Milton related expenses incurred to date totaling \$687,937
- Helene Encumbrance Analysis – he reported that the City has applied for and received from the State about 50% of “Category A” expenses (debris removal) – some expenses are shared between the two hurricanes
- There will be some revenue loss in parking and ad valorem taxes
- 9/30/24 Cash and Investment Balances
 - Through 3/31/24 property owners may submit a DR-465 online with the Property Appraiser's Office to request a partial refund of property taxes due to property storm vacancy (the City would net those refunds against future property tax collections). The link to that form and information in the Property Appraiser's website was provided in the presentation. <https://www.pcpao.gov/how-do-i/apply-for-property-tax-refund>
- An Emergency Bridge loan program is being offered by the State (10 yr. interest free principal payments) for municipalities to fund continuing operations (which must be documented); to be presented to the City Commission
- There were healthy reserves going into the hurricanes
- FY2025 Reserve Analysis – Enterprise Funds are more concerning – a comprehensive rate study will be forthcoming to align with the needs of the City
- Outstanding Debt as of 9/30/24 – no immediate plans to issue debt
- Vice Chair Greiger inquired about the City's principal interest ratio (for the debt). Mr. Laflin explained that there is a financial advisor taking an active look at that, but expressed no concerns
- The City would only have a credit rating if public debt were sought

b. Capital Program Overview

Camden Mills, Public Services Director, walked through an overview presentation, which included monetary losses, funding sources and alternative funding sources. The presentation was part of the meeting packet.

- Damage Assessment Scope – before and after Milton by staff, consultants, engineers
- Preliminary Damage Assessment Summary totaling \$21,125,612 – wastewater and facilities suffered the most damage
- Funding Assistance Process – insurance, FEMA public assistance, alternative funding
- FEMA Public Assistance flow chart – currently in Phase 2 (of 7) - site inspections for damage in process

- Facilities (mechanical, electric, plumbing – structural – where Helen caused the majority of flood damage – estimate \$5,661,236
 - Merry Pier, Restrooms, City Hall, Community (Rec) Center
 - Fire Station 22 (\$600,000 General Fund budgeted FY25, \$2,000,000 Reimbursable State Appropriation). Vice Chair Greiger suggested that the City find out if there is a timeline on the Appropriation so as not to lose it, and to bring this timeline to the attention of the City Commission
 - Fire Station 23, Paradise Grille, Public Works
 - SPB Public Library – needs structural analysis
 - Don Vista Suntan Art Center (designated historic structure)
 - Warren Webster Community Center (designated historic structure)
 - Shuffleboard Building – to be demolished
- Marine Structures
 - Seawalls (not insured – FEMA will be main funding source)
 - Piers and Docks (insured)
 - Dune Walkovers (not insured – FEMA will be main source, plus CIP funds)
- Operations
 - IT Equipment /Fleet Vehicles
 - Parks and Rec – Vice Chair Greiger suggested to staff and for the City Commission to utilize Tourist Development Tax; by reaching out to the County for those repairs
- Stormwater
 - Proposing a systemwide storm sewer cleaning and inspection with FEMA
- Streets – overall narrative
 - Roadway/ROW Rehabilitation
 - Gulf Way Roadway Rehabilitation
 - Parking Stations – Vice Chair Greiger suggested that staff be aware of and check for fictitious QR code stickers – Mr. Mills will follow up
- Wastewater – overall narrative
 - Pump Station 1 – moving forward with the rehabilitation project – damages reported to FEMA and insurance. Proposed development discussed; currently sized for buildout of CRD; new pumps will allow full capacity for buildout. \$2 million grant tied to this – 18 months for full project completion. Engineering analysis of routing to St. Petersburg has been completed. Boring a new force main and lining the existing may be an option.
 - Lift Station Rehabilitation
 - Sanitary Sewer Cleaning and Inspection– proposing a project to televise, inspect and clean to prioritize repairs and infrastructure planning - evaluate every 5 years

FY25 Adopted Capital Improvement Plan

- FY 25 Budgeted Facilities – review
- FY 25 Budgeted Marine Structures – review grants for Rec Center seawall available
- FY 25 Budgeted Parks & Recreation – Status
- FY 25 Budgeted Reclaimed Water
- FY 25 Budgeted Stormwater – Watershed Management Plan going out to bid, Pass-A-Grille Way Tide Check Valves project not started but design will go to City Commission in February; construction expected this fiscal year. Vice Chair Greiger suggested that tide check valves are a priority as they keep the roads stabilized.

- FY 25 Budgeted Streets – status. 3 yr. contract for resurfacing. Gulf Blvd. Undergrounding next bid phase approved at last Commission meeting; once RFPs complete, it will be determined if Penny for Pinellas funds sufficient or supplemental funding needed. Boca Ciega/Gulfwinds rehabs need to be reprioritized. Boca Ciega has an FDOT grant attached.
- FY 25 Budgeted Wastewater – Mr. Mills recommended using funds from inflow and infiltration rehabilitation and sewer system cleaning and televising to move forward with full system-wide project so if FEMA does not 100% fund, CIP funds can be leveraged. The results of the cleaning and televising will drive the prioritization of the inflow and infiltration.

c. Storm Recovery Priorities

Top priorities, top four – Wastewater System/Stormwater, Critical Facilities, Gulf Way Roadway, Seawalls. Working through inspections with FEMA and moving forward.

Vice Chair Greiger thanked Mr. Mills for an honest overview and briefing and answering questions. He thanked him for updating the City Commission on today's suggestions and asked how the Committee can assist in guiding the system and providing advice to decision makers. He asked Mr. Mills for reports or synopses between quarterly meetings to understand systems and priorities prior to their next meeting. Mr. Mills would prefer that the be Committee updated on projects prior to budget meetings and bring a full picture for the capital program presentation once all of the studies have been completed. Vice Chair Greiger agreed that a full picture will in advance will allow Committee members to provide their best guidance to the Commission.

Chair Samorajczyk commented on heavy reliance on FEMA support and cautioned about potential changes federally.

5. Adjournment

The next meeting is scheduled for May 7, 2025 at 3:00 PM.

There being no further business, Chair Samorajczyk adjourned the meeting at 4:42 PM.

These minutes were approved at the November 5, 2025 Finance and Budget Review Committee meeting.