

CITY COMMISSION BUDGET WORKSHOP

MINUTES

JULY 17, 2013

6:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENT:

Steve McFarlin, Mayor
Lorraine Huhn, Vice Mayor
Jim Parent, Commissioner
Marvin Shavlan, Commissioner
Melinda Pletcher, Commissioner

ALSO PRESENT:

Mike Bonfield, City Manager
Rebecca C. Haynes, City Clerk
Elaine Edmunds, Administrative Services Director
Steve Hallock, Public Services Director
Jennifer McMahon, Recreation Director
George Kinney, Community Development Director
Dan Graves, Fire Chief
Phyllis Ruscella, Library Administrator

1. Items for Discussion

a. Review of Proposed FY 2014 Budget

Mr. Bonfield introduced the proposed budget to the Commission and reminded them this budget is not set yet and changes can be made. The proposed FY 2014 Budget will be presented at the regular Commission meeting on Tuesday, July 23, 2013 when the tentative millage rate will be set.

Director Edmunds presented an overview of the FY 2014 budget with anticipated revenue for the General Fund; a reduction in the Franchise and Utility Tax account; and increased revenue from building permits, fire inspections, street parking and rental income at the Community Center.

Ms. Edmunds highlighted the projected expenditures for the General Fund that include a salary increase for two employee groups, the addition of a short-term disability benefit, increased health insurance and increased workers compensation insurance. An overall decrease in retirement contributions is anticipated, which includes a reduction in the police pension plan contribution.

The Wastewater Fund will see a proposed increase of 4% and the Reclaimed Water Fund has a proposed 8% increase in revenue. There were no proposed increases to the Stormwater Revenue Fund with the largest portion of those funds transferring to Capital Improvement Plan (CIP).

In addition to a portion of the General, Wastewater, Reclaimed Water and Stormwater Funds being transferred to CIP, revenue is generated from Penny for Pinellas and grant funds.

The proposed Fiscal Year 2014 CIP projects are: (1) A five-year lease on a Fire Pumper Truck; (2) continuation of City-wide street rehabilitation and seawall repairs; (3) Bayway Bridge landscaping; (4) repair of beach walkovers; (5) Pass-A-Grille Way engineering; (6) Gulf Boulevard median landscaping; (7) Blind Pass Road reconstruction project; (8) Egan Ball Park lighting; (9) resurface playground at Lazarillo Park; (10) installation of boat dock at the Community Center; and (11) a note payment for the Community Center.

An anticipated \$900,000 from the transferred funds and a \$400,000 savings from transferring law enforcement services are not presently appropriated to a project.

The individual department budgets were presented:

City Commission

There were no recommended changes.

Charter Offices

a. City Clerk

One part-time position is eliminated, city-wide legal ads were consolidated into one account, a run-off election was eliminated from the election account.

b. City Attorney

Proposed extra legal fees decreased.

c. City Manager

One part-time position increased to a full-time position, increase for digitizing records, increase for copy machine rental moved from the Police Department which is still under contract.

Community Development Department

a. Planning

Increase in Professional Services for update to the GIS system, matching funds for a grant.

b. Building Services

Increase to replace permit tracking system (GEO Plan).

Administrative Services Department

a. Finance

No changes recommended.

b. IT

Two full-time employees changed to one full-time employee.

c. Library

The addition of one part-time position, increase in facilities maintenance and an increase for circulation books

d. Parking Enforcement

Change in personnel from one part-time employee to one full-time employee who would also serve as a 'floater' between the front receptionist desk and the Community Development Department.

Law Enforcement

A 3% increase in the law enforcement contract with Pinellas County Sheriff's Office, building maintenance and extra duty officer hours.

Fire Department

The operating budget and personnel remain unchanged, capital improvement increase to replace damaged doors. EMS is funded by the county-wide EMS.

Recreation Department

Increase in personnel and building maintenance in relation to the increase of participants in programs, a decrease in revenue from the contract instructors and an increase to lease an additional bus.

Public Services Department

a. Administration

Increase in the PSTA contract and rental of a barge for the 4th of July fireworks.

b. Building Maintenance

Two part-time employees have been transferred to Recreation where they have been working with maintenance of the Community Center.

c. Streets

No personnel changes are recommended, decrease in Professional & Contractual, pole and light rentals are included in this section.

d. Parks

No personnel changes are recommended.

e. Waste Water Fund

No personnel changes are recommended, a four percent increase in fees and Capital expenditures will include reconstruction of Lift Station #2 and replacement of two pumps at Station #1.

f. Reclaimed Water Fund

Eight percent increase in fees.

g. Storm Water Fund

Capital expenditures will include the Blind Pass Road project and the Pass-A-Grille Way project.

h. Vehicle Replacement Fund

No vehicles scheduled for replacement.

Capital Improvement Plan

It was noted the proposed expenditures for capital improvement projects were listed in Ms. Edmunds presentation.

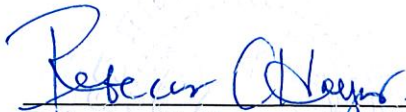
Mr. Parent referred to the Library addition scheduled to begin in 2015 and wanted to know how fund-raising could be started. Mr. Bonfield said if the City is making an effort toward the project, the Library should not lose their grant. The next steps would be to proceed with fund-raising, additional state grants and land acquisitions.

Discussion continued on the extension of the Pass-A-Grille Way project past the proposed 19th Avenue completion point. The Commission requested more information on the cost to extend the project to 1st Avenue.

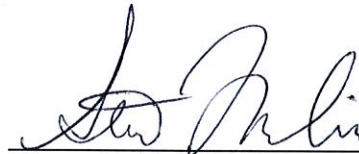
10. Adjournment

There being no further business to come before the commission, the meeting was adjourned at 7:18 pm.

Attest:



Rebecca C. Haynes, City Clerk



Steve McFarlin, Mayor

Minutes approved on: 8-13-2013