

**FINAL MINUTES
CITY OF INDIAN ROCKS BEACH
CITY COMMISSION WORK SESSION**

The Indian Rocks Beach City Commission Work Session was held on **TUESDAY, JULY 23, 2019**, in the City Commission Chambers, 1507 Bay Palm Boulevard, Indian Rocks Beach, Florida.

Mayor-Commissioner Moston Kennedy called the meeting to order at 4:02 p.m.

PRESENT: Mayor-Commissioner Joanne Moston Kennedy, Commissioner Edward G. Hoofnagle, and Commissioner Phillip J. Hanna.

OTHERS PRESENT: City Manager Brently Gregg Mims, City Clerk Deanne B. O'Reilly, Finance Director Daniel A. Carpenter, Pinellas County Sheriff's Office Captain Michael Leiner, Finance and Budget Review Committee Chair Jean Scott, and Finance and Budget Review Committee Member Jim English.

ABSENT: Vice Mayor-Commissioner Nick Palomba and Commissioner Diane Flagg.

1. REVIEW OF FY2020-24 Capital Improvement Plan and the FY2019-20 Proposed Budget.

City Manager Mims stated for this year's budget, a postcard was mailed to every registered voter within the City, of which five email responses were received and an article appeared in the July/August/September 2019 Working Together City Newsletter that listed the City Commission Budget Work Session and Public Hearing dates. In July 2019, the proposed FY2020 Operating Budget and Capital Improvement Plan was posted on the City's Website for public viewing.

City Manager Mims stated there were no recommendations by the Finance and Budget Review Committee on either the FY2020 Operating Budget or the FY2020-2024 Capital Improvement Budget.

Finance and Budget Review Committee Chair Jean Scott was present to address any questions or concerns that the City Commission may have, stating the Committee had no recommended changes.

City Manager Mims stated by August 9, 2019, the City Commission will receive an updated FY2020 Budget based on two or three minor changes that staff has, and any other items that the majority of City Commission may have.

City Manager Mims stated the two public hearings to adopt the FY2020 Budget are September 3 and 17, 2019.

City Manager Mims stated the FY2020 Budget is balanced and the Reserve Balance is approximately \$3 Million or 78% of General Fund expenditures. In addition to the General

Fund Reserve Account, the FY2020 Budget includes an updated 5-Year Capital Plan with an estimated balance at the end of the 5-year period of approximately \$650,866.

City Manager Mims reviewed the highlights of the proposed General Fund Budget:

- Reduction of 25% of the cost allocation from the Solid Waste Budget to the General Fund Budget.
- 3% Cost of Living Adjustment (COLA) for all non-charter employees.
- \$2,000 increase in the allocation to the Beach Art Center.
- Elimination of two part-time code enforcement officers and the allocation of one full-time officer.
- Elimination of one full-time position in Public Services Administration (Assistant Public Services Director).
- Elimination of one full-time position in the Public Service Parks Budget.
- An additional \$40,000 for drainage maintenance.
- Additional funding for seasonal decorations and flags.
- Continued funding for the installation of solar powered lights at beach accesses.
- Upgrade to the electrical service at the 12th Avenue Park.
- 3.10% increase in the Pinellas County Sheriff's Office Law Enforcement Service Contract.

City Manager Mims stated staff had projected a 6% increase in health insurance costs; however, with the pool that the City is in, the increase was only 1.7% when the national average was about 8%.

City Manager Mims reviewed the highlights of the Solid Waste Budget:

- Reduction of 25% of the cost allocation from the Solid Waste Budget to the General Fund Budget.
- No rate increase.
- 6% increase in the Pinellas County tipping fee.
- Replacement of the City's boom (claw) truck.

City Manager Mims reviewed the highlights of the FY2020-2024 Capital Improvement Plan:

- Continued annual funding for road reconstruction.
- \$400,000 for continued drainage enhancement projects.
- \$50,000 for dune walkover reconstruction.
- \$238,000 for solar projects.
[City Hall, Public Services Warehouse, Kolb Park Restrooms, Nature Preserve Restroom, City Museum (project includes LED light installation)].
- \$50,000 for Kolb Park Gazebo Renovation funded completely by Action 2000, Inc.
- Annual funding park maintenance and upgrades.

City Manager Mims stated the following three items would be reflected in the updated FY2020 Budget prior to the first public hearing:

- *Preliminary Assessed Property Values.* The preliminary assessed property value estimate from Pinellas County was 7.06%, and the final number the City received was 6.9%, about \$3,000.

- *Health Insurance Costs.* Health insurance costs were budgeted at a 6% increase; however, the actual increase is 1.7%.
- *Code Enforcement Officer Overtime.* An additional \$4,000 will be included for overtime for the code enforcement officer.

City Manager Mims reviewed each Departmental Budget.

City Commission Budget:

City Manager Mims stated the City Commission Budget includes an increase of \$3,000 for the Beach Art Center.

City Manager Mims stated that the City did receive letters from Neighborly Care Network and Family Center on Deafness, Inc., for donations. He stated the City already donates \$2,500 to the Neighborly Care Network.

City Manager Budget:

City Manager Mims stated the allocation of the time of the Executive Secretary has been reduced from 50% to 40% with the rest of her time being allocated to the Building Department.

Finance and Personnel Budget:

There are no major changes.

City Attorney Budget:

City Manager Mims stated there is an increase of \$1,200 per the City Attorney's contract.

Planning and Zoning Budget:

City Manager Mims stated in the FY2019 Budget, \$78,000 was budgeted for planning consultant services, and in the FY2020 Budget, only \$63,000 has been budgeted for planning consultant services.

City Manager Mims stated within the \$63,000 budgeted, \$25,000 has been set aside to update the City's Comprehensive Plan and Land Development Regulations when the Forward Pinellas Project (Visioning Project/Market Study) is completed.

City Clerk Budget:

No comments by the City Manager.

Law Enforcement Budget:

City Manager Mims stated the Law Enforcement Services Contract has increased by 3.1% due to personnel costs and that all contract cities were increased by 3.1%.

Permitting and Inspection:

City Manager Mims stated there are really no changes except for the allocation of time of the Executive Secretary from 50% to 60% being allocated to this Department.

Code Enforcement:

City Manager Mims stated the FY2020 Budget includes the elimination of two part-time code enforcement officers and the allocation for one full-time code enforcement officer.

City Manager Mims stated he is requesting an additional \$4,000 for overtime for the code enforcement officer for weekend work.

Library:

There were no major changes.

City Manager Mims reminded the City Commission and the public that the City has approximately 30 Library volunteers, which equate to 200 hours per month. The Library has 1,800 members, and the Library averages 200 computer users a month.

Public Services — Administration:

City Manager Mims stated there is a reduction in the bottom line item due to the elimination of the Assistant Public Services Director.

Public Services — Streets and Drainage:

City Manager Mims stated personnel costs are down approximately by \$30,000 because the employee that left was at a higher pay rate.

City Manager Mims review the following highlights:

- Repair & Maintenance: Storm Drain — Increase of \$40,000.
To be more aggressive of the videotaping and cleaning out of storm drains, and the replacement of pipes.
- Repair & Maintenance: Street Sweeper — Increase of \$7,000.
- Repair & Maintenance: Traffic Control Devices — Increase of \$13,000.
Continue with the decorative post street signs and stop bars on the newly paved streets at the stop signs.
- Other Supplies: Flags — Increase of \$13,000.
Replacement of American and City Flags and banners, and add an additional seasonal banner, like a Spring banner.

Commissioner Hoofnagle inquired if the City is going to ask the civic organizations to see if they would like to sponsor/support some of those decorative items.

Public Services — Building Maintenance:

City Manager Mims stated the City has been experiencing issues with the auditorium restroom facilities and realized the restroom pipes are cast iron pipes and have corroded; therefore, they need to be replaced.

City Manager Mims stated the south side of the City Hall Complex needs to be re-stuccoed, sealed, and painted as it is cracking.

City Manager Mims stated the estimated cost for these two projects is \$25,000. Therefore, the increase to Repair & Maintenance will be \$19,230 from last year's budget.

Mayor-Commissioner Kennedy inquired if this would be the budget where additional security measures for City Hall would be allocated.

City Manager Mims stated no, that would come out of the Law Enforcement Budget.

Commissioner Hoofnagle inquired about extra security measures, such as cameras. . .

City Manager Mims stated he is looking at that right now. He has made some changes internally, but he is not anticipating making any major changes, but if he were to receive recommendations from security law enforcement personnel that would be something bigger, he would come back to the City Commission with those recommendations.

Commissioner Hoofnagle stated he would not be averse to a placeholder for cameras and locks.

City Manager Mims stated there are cameras at all entrances to the City Hall Complex, and he is comfortable with that.

City Manager Mims stated he is trying to reach the balance of not overreacting.

Public Services — Parks:

City Manager Mims stated the personnel costs have decreased due to the elimination of one position. He stated the Public Services Staff was given the decision of the City finding someone to fill the position or be given a \$1.50 an hour more to do the extra work with the Public Services Staff responding that they can do it themselves and would prefer the \$1.50 an hour more.

City Manager Mims reviewed the following highlights:

- Other Contractual: Mowing — Increase of \$9,320.
This is a built-in contract increase and will be rebid in three to four years.
- Repair & Maintenance: Parks & Equipment — Increase of \$18,500.
Beach access improvements, replacement of shower towers.
- Repair & Maintenance: Bollard — Increase of \$21,000.
Continued replacement of the electric lighting bollards with solar lighting.

Mayor-Commissioner Kennedy asked if there is anything budgeted for Brown Park.

City Manager Mims responded in negative and stated everything is good at Brown Park.

City Manager Mims stated on occasion residents ask for restrooms at Brown Park, and it is his opinion it is cost prohibitive because of ADA requirements and maintenance issues.

Mayor-Commissioner Kennedy asked about the lighting at Brown Park, with City Manager Mims responding the lighting is fine.

City Manager Mims stated he and the Public Services Director are looking at all the street lights Citywide and in every park to see where lights are and are not, and where they are needed. He stated they are not going to add any new street lights on the streets because

the City has been in business for more than 60 years, and if they were not there in the past, then they are not needed now.

City Manager Mims stated there might be some places where electric (wired) lights can be replaced with solar lights.

Leisure Services Budget:

City Manager Mims stated \$1,700 has been added to Operating Supplies for the Tree Lighting/Street Parade.

Central Services:

City Manager Mims stated there is a 10% increase for insurance cost (property, casualty, workers' compensation, liability, and automobile). He stated the City's premiums for insurance in this category is 10.5% lower than it was in 2008, and it is because of the pool insurance (Public Risk Management) that the City belongs to.

Solid Waste Enterprise Fund:

City Manager Mims stated the personnel costs reflect the elimination of the Assistant Public Services Director's position.

City Manager Mims reviewed the following highlights:

- Waste Disposal — Increase of \$9,900.
Due to the increase of tipping fees.
- Curbside Recycling — Increase of \$8,600 (approximate).

Commissioner Hoofnagle requested a work session to evaluate the effectiveness of the curbside recycling. He is still not convinced that the recycling bins actually get anywhere except to the incinerator. He would like to send a letter asking Waste Connections what percentage of their material actually makes it to a Tampa Bay recycling plant. He really thinks all the plastic is just going straight to the burner, and the residents are paying a huge amount to take the plastic over to St. Pete and then burn it when the City can directly take it to the landfill.

City Manager Mims stated this question was asked last year, and it was difficult to get an answer from Waste Connections.

Commissioner Hoofnagle stated Waste Connections had record revenues and profits last year. They are a top economic performer in terms of a business entity, and so some of that is coming off of these rates that they are passing through no matter what they are telling the City.

City Manager Mims stated he would work on that to see what he can get the City Commission.

Mayor-Commissioner Kennedy stated last year, she was advised that the City, as far as the beach communities are concerned, had the lowest contamination rate (mingling the wrong items together).

Commissioner Hoofnagle stated he thinks that the majority of the plastic is not recyclable.

Commissioner Hoofnagle asked if the City could renegotiate that contract, with City Manager Mims responding the City has a 3-year contract with Waste Connections. He stated the contractor purchased bigger recycling bins, and if the City cancels the contract before the completion of the three years, the City will have to pay a portion of those bins.

Mayor-Commissioner Kennedy stated when she spoke to Waste Connections, they thought, in approximately 18 months, there would be a change in the way recycling material was recycled, with Commissioner Hoofnagle responding that they would be able to use the plastic better.

Mayor-Commissioner Kennedy responded in the affirmative.

City Manager Mims stated there is no change in what is taken to the landfill and what is being recycled per the email he received today from Waste Connections.

Commissioner Hanna inquired if the recycled materials are sorted, with City Manager Mims responding it all goes into one pile.

Commissioner Hanna inquired if there is any chance of taking a tour of that facility with someone explaining the process to the City Commission.

City Manager Mims stated there is nothing to see except for a concrete slab with recycling material on it. He suggested if City Commission Members have not gone to Pinellas County Waste Management Facility, then they should, and should also tour the facility where energy is generated from waste debris. He stated he can set up those tours, if any City Commission Member was interested.

City Manager Mims stated he would contact Waste Connections and schedule a work session.

- Purchase of Packer Truck C700— Increase of \$160,000.
Replacement of the 2009 Boom (Claw) Truck.

Capital Improvement Plan — 2020 Budget

- Road Milling, Resurfacing & Curbing \$450,000
The \$450,000 is consistent throughout the five years.
- Stormwater Reconstruction \$400,000
The locations are 319 Harbor Drive and 360 La Hacienda Drive, and part of the projects are covered by a SWFWMD grant.
- Solar Projects/Lighting Retrofit. \$238,000
The project consist of placing solar panels on the City Hall Complex, Public Services Warehouse, Kolb Park Restroom, Nature Preserve Restroom, and the Historic Museum, and the conversion of any remaining electric light fixtures to LED. He advised the City Commission that there is no grant money available for solar energy.
- City Park Upgrades \$80,000

The upgrades include a variety of items. Two of the highlights are the replacement of the wooden boards of the Nature Preserve Boardwalk with Trex and to secure the East Gulf Boulevard property of the west side and install a decorative fence in front of the property. He stated, over a period of time, the City Commission can revisit the East Gulf Boulevard property.

- A2K — Kolb Park Gazebo Project \$50,000
City Manager Mims stated this project has been completely funded by Action 2000, Inc. (A2K) through a donation.

City Manager Mims stated over the next five years, the Capital Improvement Plan includes:

- Road Milling, Resurfacing and Curbing in FY2020 through 2024.
- Dune Walkover & Upgrades in FY2021.
- City Park Upgrades in FY 2020-2024.

City Manager Mims stated if the City stays on this plan, the City will have a balance of approximately \$650,000 in the Capital Improvement Plan, and another benefit about selling the sewer system and the BP Oil Spill proceeds are that it leaves the City with money in case of an emergency or a disaster.

City Manager Mims stated the City had very little money in the Capital Improvement Plan at the end of the five-year period when he became the City Manager. He stated not only is the General Fund sitting with approximately \$3 Million in Reserves, the Capital Improvement Budget at the end of five years will have an ending balance of \$650,000, which is a great position for the City to be in.

Mayor-Commissioner Kennedy inquired if there are any grant monies available for replacement of the boardwalk at the Nature Preserve.

City Manager Mims stated normally with routine maintenance projects grant money is not available for that kind of activity. However, staff will contact the Florida Fish and Wildlife Conservation Commission, and other State park agencies.

Commissioner Hoofnagle asked why no other stormwater reconstruction projects are slated for future years in the Capital Improvement Plan. He asked if they are defined projects or if there are no other projects that staff is aware of at this time.

City Manager Mims stated there are no drainage projects that would be earmarked today that would need a line item out of the Capital Improvement Plan. He stated, however, \$40,000 was added in the General Fund for Repair & Maintenance/Storm Drainage for videotaping.

City Manager Mims stated after the storm drainage pipes are videotaped, staff will know if there would be any more stormwater drainage projects.

City Manager Mims stated, for example, the East Gulf Boulevard Nature Preserve was included in the Capital Improvement Plan for past three years, and he deleted it this year,

and between now and next year, he might come back to the City Commission and request it be added.

City Manager Mims recapped the amendments to the FY2020 Budget:

- *Preliminary Assessed Property Values.* 7.06% to 6.9%, approximately \$3,000.
- *Health Insurance Costs.* 6% to 1.7%.
- *Code Enforcement Officer Overtime.* \$4,000 increase.

2. PUBLIC COMMENT.

Kelly Cisarik, 448 Harbor Drive South, had the following comments on the budget:

- Was curious about what happened to the Community Center that was budgeted in last year's budget for about \$775,000, and thought that would show up somewhere in the narrative portion of the Manager's Letter.
- Thought an explanation would have been in the Manager's Letter regarding the cancellation of the Walsingham Road (burying of utilities) Project that was budgeted for \$1.1 Million.
- Stated since those were both large projects, she would have thought that those would have been explained in the Manager's Letter why they were cancelled because she did not recall that being discussed at any City Commission Meetings.
- Would like to see the same type of post-hurricane clean up that the City had for post-Hurricane Irma because the City did a great job.
- On the May 14, 2019 City Commission Agenda, the City Commission rejected all bids for debris management/removal services. If that was for storm cleanup, she would like to see that reconsidered, so that the City has an independent contractor waiting in the wings to do storm cleanup if the City does get another big storm, like Hurricane Irma.
- On the May 14, 2019 City Commission Agenda, the City Commission accepted the Flood Plain Management Plan, and there was discussion that the City was supposed to receive a standby generator for City Hall. She feels that would be an excellent addition, and she did not see that anywhere in the budget.
- Stated there is always comparison in the City's budget, stating the City is within the lowest one-third millage rates in Pinellas County. What the City does not have within its millage is an allocation for its fire district because the City has an independent special fire district. To make a comparison to put the City in the lowest one-third, is sort of an apples to oranges comparison.

City Manager Mims stated the following:

- *Community Center.* The City Commission has been well-briefed about the Community Center. The City took bids on the Community Center, primarily to design the building and the costs were very high. If, at an appropriate time, staff was able to come up with a more feasible plan, it would be placed as a work session item.

Commissioner Hoofnagle stated the Community Center fell off of the Capital Improvement Plan as it was a tentative allocation in the Capital Improvement Plan.

- *Walsingham Road Project (burying of wires).* That project has been well discussed. He stated the estimated cost to bury the wires from the bridge to Gulf Boulevard was \$1 Million.

- *Standby Generator.* This is something staff will continue to look at. When Duke Energy turns power back on, the first to be turned back on is public safety facilities and hospitals, and then city halls.
- *Post-Hurricane Cleanup.* During Hurricane Irma, the City made arrangements before the storm with a local contractor to be on standby to pick up debris. FEMA has rigid rules and standards about how contractors are hired, and fortunately, the City has been completely reimbursed for expenses incurred for debris clean up. FEMA did not come after the City for the way it hired its local contractors because of the weird nature of Hurricane Irma and how it affected almost the entire State of Florida, which is unusual.

City Manager Mims stated the City has an interlocal agreement with Pinellas County for debris cleanup, and when they went out to bid, the contractors, who submitted bids, already secured their contracts with Pinellas County. Therefore, the bid amounts that the City received were very high compared to the prices received by Pinellas County from the same contractors.

- *Comparison to other cities.* City Manager Mims stated he heard that same comment last year, and same could be said for this topic and that is where the City's General Fund adsorbs, for example, stormwater expenses. There might be one other city that does not have a stormwater fee or utility tax. The fact is the City has one of the lowest mill rates in Pinellas County.

City Manager Mims stated today is his sixth year with the City, and this is his fifth budget. He stated neither he nor the City Commission has proposed instituting a stormwater fee or utility tax. He stated when people start talking about apples and oranges, everyone needs to be careful as cities are so different.

City Manager Mims stated the City stretches its money very far when employees step up and say "yes, we can do it, without the extra person". He stated when he came here, there were 30 positions, now there are 25 positions, which has been done through employees stepping up, and contracting work out. This is what has to be done to help with the raising costs in health insurance and workers compensation.

City Manager Mims stated when there is a vacancy, staff analyzes whether or not the position is needed to maintain the same service levels.

Commissioner Hanna inquired about an allocation for Red Tide.

City Manager Mims stated the City would have the same arrangement with Pinellas County as they still have all their contracts in place should the City be affected by Red Tide.

The City Commission thanked the City Manager and the Finance Director for an excellent job in preparing the FY2020 Operating Budget and the FY2020-2024 Capital Improvement Plan.

3. ADJOURNMENT.

MOTION MADE BY COMMISSIONER HANNA, SECONDED BY COMMISSIONER HOOFNAGLE, TO ADJOURN THE MEETING AT 5:04 P.M. UNANIMOUS APPROVAL BY ACCLAMATION.

August 13, 2019
Date Approved

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