

**MINUTES — SEPTEMBER 7, 2022  
CITY OF INDIAN ROCKS BEACH  
SPECIAL CITY COMMISSION MEETING**

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The City of Indian Rocks Beach Special City Commission Meeting was held on **WEDNESDAY, SEPTEMBER 7, 2022.**

Mayor-Commissioner Kennedy called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance and a moment of silence.

**PRESENT:** Mayor-Commissioner Joanne Moston Kennedy, Vice Mayor-Commissioner Denise Houseberg, Commissioner Jude Bond, Commissioner Philip J. Hanna, Commissioner Joseph D. McCall, and City Manager Brently Gregg Mims.

**OTHERS PRESENT:** Assistant City Attorney Jeremy Simon, City Clerk Deanne B. O'Reilly, MMC, and Finance Director Daniel A. Carpenter, CGFO.

*(To provide continuity for research, items are listed in agenda order although not necessarily discussed in that order.)*

**THE FISCAL YEAR 2022-2023 BUDGET PUBLIC HEARINGS:**

- 1A. ORDINANCE NO. 2022-04 — PUBLIC HEARING / FIRST READING.  
Adopting the final levying of ad valorem taxes for the City of Indian Rocks Beach, Pinellas County, Florida, Fiscal Year 2022/2023; providing for notification of requisite government authorities; and providing for an effective date.**

*[Beginning of Staff Report]*

**BACKGROUND:**

The City Commission previously established the proposed millage rate for the Fiscal Year 2022/23 at 1.8326 mills, with no change to the previous fiscal year's millage rate. The current mill rate has been in place since 2019. The mill rate was reduced at that time from 1.93 to 1.8326.

**ANALYSIS:**

With a millage rate of 1.8326, the total estimated tax collection is \$2,963,060 based on a 97% collection rate. For Fiscal Year 2022/23, a mill rate of 1.8326 is 14.27% higher than the roll back rate of 1.6038. The proposed mill rate of 1.8326 remains one of the lowest in Pinellas County. Currently, mill rates in Pinellas County range from 0.5450 to 6.7550.

*[End of Staff Report]*

Assistant City Attorney Simon read Ordinance No. 2022-04 in its entirety.

City Manager Mims presented the Agenda Item and stated this ordinance maintains the same mill rate that the City has had for a number of years.

Mayor-Commissioner Kennedy asked where the City was out of the 24 cities in the millage rate.

City Manager Mims stated that information is located on Page D-35, FY 21-22 Adopted City Millage Rates for Pinellas County. The City is fifth from the lowest.

Mayor-Commissioner Kennedy opened the public hearing.

**Michelle French, 14693 Seminole Trail, Seminole**, stated she is a student in the Public Policy Administration Bachelor Program with St. Petersburg College, bringing her here this evening. This semester, she was responsible for going beyond a textbook or computer screen and meeting with a city professional about the budget.

Ms. French stated she met with Finance Director Carpenter, who explained the budget and financial matters in a snapshot. He gave her a better understanding of her questions about different services offered through revenues and grants and gave her a better understanding of reserves.

Mayor-Commissioner Kennedy closed the public hearing.

***MOTION MADE BY COMMISSIONER HANNA, SECONDED BY COMMISSIONER McCALL, TO APPROVE ORDINANCE NO. 2022-04, ON FIRST READING, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES AT 1.8326 FOR THE CITY OF INDIAN ROCKS BEACH, PINELLAS COUNTY, FLORIDA, FOR THE FISCAL YEAR 2022/2023.***

**ROLL CALL VOTE:**

**AYES: BOND, HOUSEBERG, McCALL, HANNA, KENNEDY**

**NAYS: NONE**

***MOTION TO APPROVE ORDINANCE NO. 2022-04, ON FIRST READING, CARRIED UNANIMOUSLY.***

**1B. ORDINANCE NO. 2022-05 — PUBLIC HEARING / FIRST READING.**

**Adopting a budget for the Fiscal Year 2022/2023; making appropriations and operating expenditures for the Fiscal Year 2022/2023; providing for notification of requisite government authorities; and providing an effective date.**

*[Beginning of Staff Report]*

**BACKGROUND:**

The City Commission reviewed the City Manager's Fiscal Year 2022/23 Proposed Budget during the July 26, 2022 Budget Work Session. Prior to that Budget Work Session, the City Manager and Finance Director met with each member of the City Commission to brief them on the proposed budget. In addition, the City of Indian Rocks Beach Finance and Budget Review Committee met on July 13, 2022, and unanimously endorsed the proposed budget. The City Manager and Finance Director made presentations, which provided an overview of the Fiscal Year 2022/23 Program-Budget. The City Commission and staff reviewed the proposed budget in detail. The Final Budget for Fiscal Year 2022/23 results from a consensus by the City Commission from the July Budget Work Session.

### **ANALYSIS:**

The final budget is balanced in all funds and presents a comprehensive plan for providing services during the coming fiscal year. With the approval of the Final Budget for Fiscal Year 2022/23, the City will establish a spending plan for the Fiscal Year 2022/23 and provide approval for the City Manager to implement the plan.

*[End of Staff Report]*

Assistant City Attorney Simon read Ordinance No. 2022-05 in its entirety.

City Manager Mims presented the Agenda Item.

City Manager Mims recapped the budget process thus far and announced the second and final public hearing is scheduled for Wednesday, September 21, 2022, at 6:00 p.m.

City Manager Mims stated that the Finance and Budget Review Committee reviewed the budget on July 13, 2022, and unanimously recommended approval to the City Commission.

City Manager Mims stated the City Commission held a Budget Work Session on July 26, 2022, and made the following amendments to the budget by consensus:

- \$100 per month salary increase for each City Commission Member. An ordinance must be adopted to implement the salary raise.
- 5% salary adjustment for the City Manager and the City Clerk.
- Allocation of \$29,000 to develop a new City website.
- Conversion of a part-time Code Enforcement position to full-time.

City Manager Mims stated the City's property tax assessed value increased by approximately 16.14%, or 8.73% higher than last year. Of the the16.14% increase in taxable values, over 11.7% is attributed to new construction during the previous year. In total, the value of new construction exceeds \$26 million.

The adjusted budget maintains the mill levy at 1.8326, which ensures the City's ranking among the lowest mill rates in Pinellas County and one of the lowest in Florida.

The General Fund expenses total \$4,266,110. The adjusted budget provides for the transfer of \$154,190 from the General Fund to the Capital Improvement Fund for stormwater Improvements.

*Highlights of the Adjusted General Fund Budget:*

- Continued reduction of the cost allocation from the Solid Waste Budget to the General Fund Budget.
- \$100 per month raise for City Commissioners (effective after the March 2023 election).
- 5% cost of living adjustment for all employees, including the City Manager and City Clerk.
- 4.77% increase in the Pinellas County Sheriff's Law Enforcement Service Contract.
- Office Administrator's salary and benefits moved from Permitting & Inspections to the City Manager's Budget.
- Allocation of \$29,000 to develop a new City website.
- Conversion of a part-time Code Enforcement position to a full-time position.

*Highlights of the Solid Waste Budget:*

- 5% cost of living adjustment for all employees.
- 6% rate increase for both residential and commercial customers
- 6.8% increase in Pinellas County Tipping Fee.
- Replacement of and purchase of one packer truck.

*Highlights of the FY2022-2026 Capital Improvement Plan:*

- Annual funding for road milling, resurfacing, curbing, and drainage.
- Allocation of \$4,035,033 from Pinellas County Penny to Gulf Boulevard Underground Phase II.
- Allocation of the American Rescue Plan funds (\$2,019,688) to future drainage enhancement projects. The City Commission has designated Project Nos. 1, 2, and 3 after reviewing the updated City of Indian Rocks Beach Stormwater Master Plan during the July 12, 2022 City Commission Meeting. The projects are subject to the City obtaining the easements and quotes received through the bidding process.
- \$600,000 for stormwater reconstruction projects (half of the total is funded by SWFWMD Grants. Grant allocations and requests may be updated based on the City Commission's updated Stormwater Master Plan review.
- Annual funding for park maintenance upgrades.

*City Park Updates:*

- Rehab of the IRB Nature Park Boardwalk (a multi-year effort). The wood, decking, and railing will be replaced on the boardwalk with recycled composite material. In addition, support repair will be completed.

- Electrical improvements, including decorative lighting at Chic-A-Si Park and 12th Avenue Park, to accommodate gatherings and events.
- Fencing replacements.

## *RECYCLING*

City Manager Mims stated he requested an extension of the recycling contract with Waste Connections. Waste Connections advised the rate increase is capped at 3%, and due to the current market conditions that they are experiencing with increased fuel, labor, and capital costs, a rate adjustment of 3% would not suffice.

City Manager Mims stated the City would have to wait and see what Waste Connections comes back with.

Commissioner McCall stated from the updated Stormwater Master Plan that the City picked up the liability of around \$13 Million for all the drainage projects over the next 20 years. He asked how the City would deal with this kind of liability going forward — allocations, grants.

City Manager Mims stated this would be dealt with year-by-year based on what grants the City could receive. He said the proposed drainage projects would be determined by what available funding the City has.

City Manager Mims stated the engineers were not advising the City Commission that the City is mandated to do all those drainage projects. That was just the engineer's recommendations. The projects within the Stormwater Master Plan are not in any order.

Mayor-Commissioner Kennedy opened the public hearing. Seeing/hearing no one wishing to speak, the public hearing was closed.

***MOTION MADE BY VICE MAYOR-COMMISSIONER HOUSEBERG, SECONDED BY COMMISSIONER McCALL, TO APPROVE ORDINANCE NO. 2022-05, ON FIRST READING, ADOPTING A BUDGET FOR THE FISCAL YEAR 2022/2023; MAKING APPROPRIATIONS AND OPERATING EXPENDITURES FOR THE FISCAL YEAR 2022/2023.***

### ***ROLL CALL VOTE:***

***AYES: BOND, HANNA, McCALL, HOUSEBERG, KENNEDY***

***NAYS: NONE***

***MOTION TO APPROVE ORDINANCE NO. 2022-05, ON FIRST READING, CARRIED UNANIMOUSLY.***

City Manager Mims thanked the City Commission and previous City Commissions for working with him to raise Solid Waste and Public Works Employees' salaries to \$17.00 per hour. As of this budget, the minimum pay rate for all City employees is \$17.00 plus benefits.

City Manager Mims stated the Solid Waste Team does an excellent job. They get the City clean and pick up more than they have to.

City Manager Mims wanted to acknowledge and thank the City Commission particularly for helping him move the minimum pay rate up to \$17.00.

**2A. ORDINANCE NO. 2022-06 — FIRST READING.**

**An ordinance of the City of Indian Rocks Beach, Florida, amending Chapter 50, "Solid Waste", Article II, "Collection and Disposal", Division 1, "Generally", Section 50-36, "Industrial waste; oil and grease; construction debris; bulky waste", to increase the minimum amount of corresponding fee; amending Section 50-37, "Garden trash", to increase the minimum charge of a special pickup; delineating the size of free garden trash; amending Division 3. "Fees and Charges", Section 50-91 "Fee schedule", to alter specified collection fees; providing for severability; providing for the repeal of ordinances or parts of ordinances in conflict herewith to the extent of such conflict, and providing for an effective date.**

*[Beginning of Staff Report]*

**BACKGROUND:**

The City continues to maintain a high service level residential and commercial solid waste program that benefits all citizens. Services include a recycling program, curbside pick up, and yard waste disposal. The fee schedule for the collection and disposal of the City's solid waste is addressed in the City Code, Section 50-91. The goal or emphasis of any solid waste rate increase is to adjust rates to allow for the solid waste fund to generate adequate income to satisfy annual cost requirements and provide for minimal operating reserves of 3 months within the fund.

**ANALYSIS:**

A solid waste fund revenue and expenditures were reviewed during the July 26, 2022 City Commission Budget Work Session. The most up-to-date data and economic factors available recommended adjustments to the current solid waste fees. Key areas include the generation of adequate annual operating income, significant increases in costs associated with curbside recycling, future capital equipment replacement costs, and the accumulation of operating reserves within the fund.

The Tentative Budget for FY 2023 reflects increases in monthly residential and commercial solid waste rates of 6.00%. The current \$29.48 per month charge for residential solid waste is recommended to increase to \$31.25. For commercial solid waste customers, rates are recommended to increase by 6% in the tentative FY 2023 Budget.

*[End of Staff Report]*

Assistant City Attorney Simon read Ordinance No. 2022-06 by title only.

City Manager Mims presented Ordinance No. 2022-06 and reviewed the amendments to Chapter 50, Solid Waste.

- Reflects a 6% increase in monthly residential and commercial solid waste rates. 6.00%. [Sec.50-91]
- Normal yard waste and trimmings of shrubs or trees are picked up free, when cut in ~~four~~ three-foot lengths and when limbs are not more than four inches in diameter and when stacked neatly at the curb. [Sec. 50-37]
- ~~The stack shall not exceed four feet in height and the pile shall not be longer than eight feet. The stack shall not exceed a total size of 3 feet wide by 3 feet height by 3 feet long or 1 cubic yard.~~ [Sec. 50-37]
- Piles of yard waste and trimmings that are larger than this description, that are randomly piled or that contain remains of full tree removal (i.e., stumps or larger than four-inch-diameter limbs) shall require a call for a special pickup and shall require a charge based on the size of the pickup with a minimum charge of ~~\$25.00~~ 50.00. [Sec. 50-37]
- Fees will be based on rental charges, pull charges and dumping fees. In addition, there shall be an administrative charge of ~~\$244.08~~ 258.72 per month for each compactor dumpster in excess of ten cubic yards. For compactor dumpsters and front-end loader dumpsters less than ten cubic yards, the administrative fee shall be ~~\$122.05~~ 129.37 per month per dumpster. [Sec. 50-91) (f)]
- Additional per-unit fee. In addition to the fees set forth in subsection (a) of this section, the amount of ~~\$7.99~~ 8.47 per unit per month shall be added to each of the basic fees for subsections (1) and (2), and the amount of ~~\$9.07~~ 9.61 per unit per month shall be added to the basic fees for subsections (3), (4), (5), and (6). [Sec. 50-91)(b)]

Mayor-Commissioner Kennedy opened the public comment session. Seeing/hearing no one wishing to speak, the public comment session was closed.

**MOTION MADE BY COMMISSIONER MCCALL, SECONDED BY VICE CHAIR-COMMISSIONER HOUSEBERG, TO APPROVE ORDINANCE NO. 2022-06, ON FIRST READING, AMENDING CHAPTER 50, "SOLID WASTE", ARTICLE II, "COLLECTION AND DISPOSAL", DIVISION 1, "GENERALLY", SECTION 50-36, "INDUSTRIAL WASTE; OIL AND GREASE; CONSTRUCTION DEBRIS; BULKY WASTE", TO INCREASE THE MINIMUM AMOUNT OF CORRESPONDING FEE; AMENDING SECTION 50-37, "GARDEN TRASH", TO INCREASE THE MINIMUM CHARGE OF A SPECIAL PICKUP; DELINEATING THE SIZE OF FREE GARDEN TRASH; AMENDING DIVISION 3. "FEES AND CHARGES", SECTION 50-91 "FEE SCHEDULE", TO ALTER SPECIFIED COLLECTION FEES.**

**ROLL CALL VOTE:**

**AYES: BOND, HANNA, HOUSEBERG, McCALL, KENNEDY**

**NAYS: NONE**

**MOTION TO APPROVE ORDINANCE NO. 2022-06, ON FIRST READING, CARRIED UNANIMOUSLY.**

**3. ADJOURNMENT.**

**MOTION MADE BY VICE-COMMISSIONER HOUSEBERG, SECONDED BY COMMISSIONER HANNA, TO ADJOURN THE MEETING AT 6:30 p.m. UNANIMOUS APPROVAL BY ACCLAMATION.**

October 11, 2022  
Date Approved

/DOR