

BUDGET WORKSHOP MINUTES
SEMINOLE CITY COUNCIL
June 29, 2019

The Budget Workshop of the Seminole City Council was held on Saturday, June 29, 2019, at 9:30 a.m., in City Hall, City Council Chambers, 9199 - 113th Street North, Seminole, Florida.

Mayor Waters called the meeting to order at 9:30 a.m.

PRESENT:

Mayor Leslie Waters, Vice Mayor Trish Springer, Councilor Thom Barnhorn, Councilor Chris Burke, Councilor Roger Edelman, Councilor Bob Matthews, Councilor Jim Quinn, City Manager Ann Toney-Deal, and City Clerk Ann Marie Mancuso.

Also Present: Director of Finance Allison Broihier, Fire Chief Heather Burford, Library Director, Michael Bryan, Public Works Director Rodney Due, Community Development Director Mark Ely, Recreation Director Becky Gunter, Human Resource Director Erica Ottmann.

City Manager Toney-Deal stated that there are a few changes in the budget format this year in order to enhance the transparency and clarity for both Council and the Public. The items in the CIP budget that are allocated for this particular year will be reflected in the annual proposed budget. City Manager Toney-Deal also noted that as a result of questions in reference to the Median Projects and the Sidewalk Replacement Projects, there is additional paperwork that will be distributed to address those questions during the review of the departmental budgets.

FISCAL YEAR 2020 PROPOSED CIP BUDGET

- Councilor Burke stated that there were many items listed in the CIP budget that have not yet come before Council for approval, and Finance Director Allison Broihier stated that this is a proposed CIP budget. City Manager Toney-Deal reminded Council that some of these items are responsive to the goals that the Council set in January and some are recommendations by staff.
- Finance Director Broihier referred to the budget handout and stated that funds have been allocated for the following items: network switches, computer replacements, server replacements, network data storage solutions, fitness center replacement equipment, gymnasium scoreboard replacements, retractable bleachers replacement, E-Sports Lounge, floor replacement in the “Party Room” at the Recreation Center, Blossom Lake Park redevelopment, master drainage plan update, city wide roof rehabilitation and air conditioning replacement, city wide street resurfacing, Waterfront Park utility infrastructure, restrooms, playground equipment, radio replacements, City Hall exterior rehabilitation, Bay Pines Fire Station design and engineering, City wide vehicle replacement.

FISCAL YEAR 2020 PROPOSED OPERATING BUDGET

REVENUE

- Finance Director Broihier stated that last fiscal year the budgeted revenues only included the general fund, the debt service fund, special events and tree mitigation fund. The proposed 2020 budget includes both revenue and expense appropriations for the Penny Fund, Grant Funds and the Transportation Impact Fund.
- Building permit revenues decreased by \$131,000 and plan review revenue decreased by \$10,000. Two of the reasons for this are the Seminole City Center being completed and a new bill passed by the Florida Legislature that we allow for private inspections, if so requested, and they will not have to pay for building permits or plan reviews.
- Debt Service Fund will have a zero balance as of September 30, 2019!
- Personnel Costs – a combined pay plan adjustment and merit increase of a maximum of 5%; a .07% increase in health insurance; 5% increase in dental; workers comp increase of 2%; FRS went up .9 -1.6%; a proposal of 5.625 increase of FTE (Full Time Equivalent Employee).

City Council Budget

- Allotted \$20,000 for the 50th Anniversary Celebration Committee Activities – there was concern from Council that this would not cover all expenses, so it was the consensus of the Council to keep \$20,000 in the contingency fund to cover additional costs if needed.
- Interfund Transfer - \$119,900
- AV improvements in Council Chambers.
- Aid to private organizations to increase by \$2,000; added overtime for the Chamber's Holiday parade – Recreation and Public Works department have absorbed this cost in the past; membership increase - \$150.

Changes to “Aid to Organizations”

- Add \$500 for Bauder Elementary
- Add \$500 for Seminole Historical Museum
- Continue with \$500 for 211 Tampa Bay.
- The Mayor made a request to the City Manager to arrange for the Seminole Historical Society Museum to come and make a presentation on their Digital Display Kiosk and possibly consider a donation towards this kiosk.

Councilor Burke made a request that the City offer health insurance coverage to the Council and the City would cover that cost. It was the consensus of the Council to have Allison advance this suggestion.

- **City Manager Budget** – The contingency account can only be used with Council approval; the City Manager reminded Council that the extra funds were requested to be put in this account for the 50th Anniversary Celebration. The Mayor requested that a

process be put together for a City Manager salary increase. When the compensation and pay plan was completed last year, there was not a study completed for the Council or City Manager. It was the consensus of the Council to put a process into place and complete a study for Council and City Manager as well.

- Increase in the budget for Contractual Services for the election in the amount of \$17,300. There are three seats up for election and four referendum items to list on the ballot.

Community Development

- Increase for a new part time information clerk position, who will answer phones and assist the building department on the afternoon shift.
- Increase in County inspections, Administration and planning division increase in professional services for Traffic study for 70th Avenue and Seminole Boulevard.

Finance Department

- Increase due to an increase in the morning information clerk position.
- Contractual Services increased due to the grant writing and maintenance of grants being moved from Recreation to Finance. (There will be a reduction in the Recreation budget)

Administration

- Adjusted funds due to the refinement of the Assistant City Manager position.
- In the CIP fund total of \$77,400 for the replacement of a server, network switches, and network storage data solutions.

Fire Rescue

- Administration has increased due to two organizational changes in Public Works and in Finance, as these salaries are shared fifty percent with fire.
- CIP funds for the replacement of an engine for Station #30.
- The EMS budget includes a new position for a new EMS Chief at the same level as a District Chief. It was a consensus of the Council to agree to this new position.
- The Life Safety Services Division has an increase of 3 percent.
- Fleet Maintenance is in need of a new roof and a fuel management system.
- Fire Operations has an increase due to a new position of Lieutenant. (3 full time employees/Lieutenants)

Law Enforcement

- 3% increase over last year's budget. The City Manager stated that this contract will come before Council at the next scheduled meeting.

Library

- Slight increase in per diem due to sending staff to more educational training/conferences.

Recreation

- Increase in hours for Recreation Leader and reclass a Recreation Leader II position to become a Program Coordinator of Athletics.

Public Works

- Increase due to a new position and two positions have increased hours. Increase in Repair and Maintenance due to proposed Repetto Property renovations.
- Parks & Ground Maintenance includes increase in salaries due to a promotion and contractual services for medians.
- Streets and Stormwater increase to get through the backlog of projects and also increase due to training/certification.
- Public Works Administration had a decrease.

Mayor Waters adjourned the meeting at 2:07 p.m.

Date Approved: August 13, 2019

Ann Marie Mancuso

Minutes prepared by City Clerk
Ann Marie Mancuso

Leslie Waters
Leslie Waters, Mayor