

**BUDGET WORKSHOP MINUTES
SEMINOLE CITY COUNCIL
July 23, 2022**

The Workshop of the Seminole City Council was held on Saturday, July 23, 2022, in the City Hall, City Council Chambers, 9199 - 113th Street North, Seminole, Florida.

Mayor Waters called the meeting to order at 9:00 a.m.

PRESENT:

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

Also Present: Fire Chief Heather Burford, Finance Director Allison Broihier, Public Works Director Rodney Due, Recreation Director Becky Gunter, Human Resources Director Erica Ottmann, Library Director Lorie Tonti, and Community Development Director Wesley Wright.

FISCAL YEAR 2023-2027 CAPITAL IMPROVEMENTS PLAN

Finance Director, Allison Broihier stated that a one-page CIP summary was included this year to highlight the changes from last year's CIP to this year's CIP.

1. **FLEET REPLACEMENTS (NON- FIRE)**

- Finance Director Allison Broihier stated that before a vehicle is replaced, vehicles are evaluated based on age and maintenance costs.
- In fiscal year (FY) 2023, five (5) vehicles and one mower are scheduled for replacement.

2. **SERVER REPLACEMENTS**

- There will be no change to the server replacement schedule.

3. **NETWORK SWITCH REPLACEMENTS**

- There will be no change to the network switch replacements.

4. **TELEPHONE REPLACEMENT SYSTEM**

- The Citywide phone system will be replaced, as the current system is outdated.

5. **FLEET REPLACEMENTS (FIRE RESCUE)**

- One 2010 Ford F-250 will be replaced.

6. **FIRE STATION BUILDING RENOVATIONS**

- There is \$45,000 budgeted for a women's locker room renovation at Fire Station #29 in FY 2023.

7. **FIRESTATION EXTERIOR & INTERIOR SEAL & PAINT**

- No proposed changes.

8. **FIRE RESCUE HVAC REPLACEMENTS**

- 3 HVAC units in Fire Station #29 will be replaced. This will include air conditioning units, chillers, and condensers that have reached the end of their useful life.

9. **SEMINOLE FIRE STATION #129 – BAY PINES**

- It is estimated that \$360,000 will be required for architectural and engineering costs.

10. **SELF CONTAINED BREATHING APPARATUS REPLACEMENT**

- \$425,000 is estimated for the replacement costs of 45 breathing apparatus packs.

11. **FIREFIGHTER HOSE REPLACEMENT**

- An estimated \$16,000 will be spent on replacement hoses.

12. **PORTABLE AND MOBILE RADIO REPLACEMENT(FIRE)**

- Radio replacements are planned for FY 2027 in the amount of \$220,000.

13. **STORMWATER MASTER PLAN UPDATE**

- A Stormwater Rate Study is planned for FY 2024 for \$65,000. A SWFWMD Grant application will be submitted for funding toward this cost during FY2023.

14. **PAVEMENT MANAGEMENT PLAN**

- Increased costs by approximately 10% for all years based on current costs.

15. CITY HALL BUILDING HARDENING

- A City Hall space analysis and engineering study in FY 2023 will be approximately \$50,000. No future funding is proposed until the study is complete.

16. REPETTO PROPERTY IMPORVEMENTS

- \$100,000 is proposed in FY 2024 for interior renovations, ADA bathroom modifications, kitchen upgrades, exterior ADA upgrades, and new irrigation.

17. WATERFRONT PARK

- The final elements of the Waterfront Park Master Plan shown are a new gazebo in FY 2024, and a Veterans' Memorial in FY 2026.

18. DRAINAGE IMPROVEMENTS AND REPAIRS

- Until the Stormwater Master Plan is completed and adopted, \$200,000 has been budgeted for emergency repairs for Fiscal Years 2023 and 2024.

19. EXTERIOR FACILITY MAINTENANCE

- For FY 2023 \$25,000 is budgeted for Public Works Operations Garage.
- FY 2024, \$2,000 has been budgeted for Blossom Lake Park restrooms and \$2,000 for Tennis Park Restrooms.
- For FY 26 \$50,000 is budgeted for exterior pressure cleaning, patching, caulking, sealer application and final finish paint, along with gutters for the Community Building. &13,000 has been budgeted for City Park Restrooms which includes the reseal of flooring and new partitions.

20. CITYWIDE HVAC REPLACEMENTS

- For Fiscal Year 2023 and Fiscal Year 2025, \$63,500 is allocated to replace air conditioning units, chillers, and condensers at the Public Works Operation Building, as well as the Public Works Administration/EOC building.

21. CITYWIDE PARKING LOT RESURFACING

- \$25,000 is allocated to for the repair, seal coating, and striping of parking lots at City Hall, Public Works Administration/EOC and City Park in FY 2024.

22. TENNIS COURT RESURFACING

- Tennis Court resurfacing is budgeted for FY 2023, at a cost of \$50,000, and the City has been awarded a grant for \$50,000 (with no City match required) through the Florida Recreation Development Assistance Program to offset this cost.

23. **RADIO REPLACEMENTS**

- In Fiscal Year 2023, \$13,000 is allocated for replacement radios at Public Works.

24. **BLOSSOM LAKE PARK REDEVELOPMENT**

- In Fiscal Year 2023, two (2) pavilions and fencing will be replaced in Blossom Lake Park.

25. **RECREATION CENTER REPLACEMENT**

- Recreation Master Planning which will include a new or renovated/expanded Recreation Center will start in 2022. Preliminary engineering and design costs are included in the proposed FY 2023 Budget, along with estimated repair costs.

26. **FITNESS CENTER EQUIPMENT REPLACEMENT**

- FY 2023: 6 treadmills will be replaced.
- FY 2024: elliptical machines will be replaced.
- FY 2026: free weights will be replaced.
- FY 2027: 4 recumbent bikes and 2 upright bikes will be replaced.

27. **SOCCER FIELD FENCE REPLACEMENT**

- In FY 2023, a fence and two double wide gates will be installed around the soccer field.

PROPOSED BUDGET FISCAL YEAR 2022-2023

General Fund

- Revenues are estimated to increase by 7%.
- Annual assumptions on the Ad Valorem Taxes is a 9% increase based on June 1, 2022, (Based on Pinellas County Property Appraiser Office certified gross taxable value)
- The proposed millage rate remains at 2.4793 mills, for the 16th consecutive year.
- General Fund expenditures are estimated to increase by 6%.

Recreation Budget

- The FY 2023 proposed budget is increasing by 64%, which is largely attributed to the CIP for "Design and Engineering" as a result of the Recreation Master Plan.

Public Works Budget

- The FY 2023, proposed Public Works budget reflects a 28% decrease.

Library Budget

- The proposed FY 2023 Library budget reflects a 3% increase.

Law Enforcement Budget

- The annual contract with the Pinellas County Sheriff's Office to provide law enforcement services will increase 5%. The contract does not cover the cost increases of special traffic and patrol details. That cost will be forwarded to the City at a later date.

Human Resources Budget

- The Human Resources Department's FY 2023 budget is proposed to decrease by 11%.

Fire Rescue Budget

- The Fire Rescue Department's FY 2023 Budget is proposed to increase by 9%.

Finance Department Budget

- The Finance Department's FY 2023 budget is proposed to increase by 5%.

Community Development Budget

- The Community Development's FY 2023 Budget is proposed to decrease by 12%.

City Clerk Budget

- The City Clerk's FY 2023 budget is proposed to increase by 10%.

City Attorney Budget

- The City Attorney's FY 2023 budget is proposed to decrease by 30%, due to the costs for legal services not associated with the City Attorney, for development activity, special magistrate services and labor/employment matters have moved to the Community Development and Human Resources budgets respectively.

City Manager Budget

- The City Manager's FY 2023 Proposed budget is the same over the prior year.

City Council Budget

- The City Council's FY 2023 budget is proposed to increase by 6%.

COUNCIL DISCUSSION

- It was the unanimous consensus of the Council to change the Recreation Center project's cost to figure space of 49,000 square feet (as opposed to 30,000 square feet) times \$400 per square foot, for a total cost of \$19.6 million.
- It was the unanimous consensus of the Council to asterisk * the following projects and label with the verbiage: **Significant future costs, but unable to determine at this time.*
 1. Stormwater Master Plan
 2. Recreation Center Renovation/Replacement.
 3. City Hall Hardening/Expansion.
- Remove FY 2023 Repetto property cost of HVAC replacements and defer to FY 2024.
- Councilor Burke suggested that for the year-end budget amendment fund balance transfer to the CIP fund, that unexpended funds be shown by Department in supporting documentation. No consensus was given.
- Look into repurposing Public Works radios with retired Fire Department radios.
- There will be a 5% increase for health insurance costs for FY 2023.
- It has been determined that a single audit will not be needed this fiscal year 2022, therefore, those costs will be deducted from the FY 2023 final budget.
- Councilor Burke suggested that in the Organizational chart of the Council, that the Vice Mayor be listed on the same line as the Council, as it is more of a ceremonial position. The City Manager indicated that the correction to the organizational chart will be made.
- It was the unanimous consensus of the Council to remove the detail and just include the amount of \$38,300 for "Aid to Private Organizations", and Council will determine a distribution plan during a future workshop.
- It was the unanimous consensus of the Council to request that the Seminole Chamber of Commerce provide a line-item detail, by dollar amount, to show how the funds (\$20,000) allocated to them are being used.

CONSIDER A MOTION FOR ADJOURNMENT

There being no further business, Mayor Waters adjourned the meeting at 12:51 a.m.

Date Approved: August 23, 2022

Ann Marie Mancuso

Minutes prepared by City Clerk
Ann Marie Mancuso, CMC

Leslie Waters
Leslie Waters, Mayor