

BUDGET WORKSHOP MEETING MINUTES
SEMINOLE CITY COUNCIL
July 19, 2024

The Budget Workshop of the Seminole City Council was held on Friday, July 19, 2024, 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 Chris Burke, Councilor Thom Barnhorn, Councilor Ray Beliveau, Councilor Mark Ely, Councilor Jim Quinn, Councilor Trish Springer. City Manager Ann Toney-Deal, Assistant City Manager/CFO Vince Tenaglia, and City Clerk Ann Marie Mancuso.

OTHERS PRESENT:

Public Works Director Rodney Due, Recreation Director Becky Gunter, Fire Chief Bill Schobel, Human Resources Director Erica Ottmann, Library Director Glenn Ferdman, Community Development Director Wesley Wright.

Mayor Waters recognized City Manager Ann Toney-Deal. Ms. Toney-Deal stated that staff is recommending a \$1 per hour or 2% of salary raise, whichever is greater, for each non-union employee, to be effective October 1, 2024. This was further discussed throughout the Budget.

POWER POINT PRESENTATION

Assistant City Manager/CFO Vince Tenaglia presented power point slides and gave a summary of the General Fund, CIP Fund, ARPA Funds, Penny for Pinellas Fund, and Revenue Outlook. He also covered budget issues, and reviewed the budget calendar.

1. CITY COUNCIL

Due to rising hotel, food, gas, and registration costs for conferences/meetings, it was the consensus of the Council to create a sperate line item amount of \$4,000, and when a Council member depletes their discretionary budget, they can, by consensus of Council, request funds from this account for conference travel purposes.

City Manager Toney-Deal stated that the Mayor’s discretionary budget would be increased by \$500, above the amount for Councilors in the proposed budget.

There was a change in Council’s budget in relation to the Aid to Private Organizations line item. It was the consensus of the Council to cap the distribution at 10% of the total Council budget. Bauder Elementary School, Oakhurst Elementary School and St. Petersburg College did not submit applications; therefore, recommended allocations were eliminated. The Seminole Chamber of Commerce and Horses for Handicapped Foundation amounts were reduced by 50% because of incomplete packets submitted and materials submitted after the deadline. The Seminole Historical Museum and Operation Military Matters have been added. The distribution advanced by Council is as follows:

GRANT APPLICANT	AMOUNT REC'D	AMOUNT REQUESTED	Proposed
	FY 2023-2024	2024-2025	2024-2025
Chamber of Commerce	20,000	30,000	10,000
Neighborhood Care Network	3,000	3,000	3,000
Orange Grove Elementary	750	1,000	750
Operation Military Matters	0	4,500	500
Seminole Elementary	750	1,000	750
Starkey Elementary	750	750	750
Society for the Prevention of Cruelty Against Animals (SPCA)	1,000	2,500	1,000
Pinellas Hope - Catholic Charities	2,500	10,000	2,500
Pinellas Safe Harbor - Pinellas County Sheriff	2,500	2,500	2,500
Seminole Historical Society Museum	0	3,000	1,000
Interfaith Food Pantry	1,500	2,000	1,500
Keep Pinellas Beautiful	750	750	750
Horses for Handicapped Foundation of Pinellas County	1,000	1,000	500
Miscellaneous	1,300	1,300	3,730
TOTALS	38,300	63,300	29,230

2. CITY MANAGER

There were no substantive changes to the City Manager budget, other than salary increase.

3. CITY ATTORNEY

The City Attorney budget included an increase for non-retainer services.

4. CITY CLERK

There was an increase in the City Clerk's budget to reflect an increase in salary and election costs.

5. COMMUNITY DEVELOPMENT

There was an increase in the Building Division's budget due to the reallocation of costs from Planning/Code Enforcement. There was discussion of the Building Fund and Building permit fees indicating a proposed fee increase to be effective October 1, 2024.

6. ADMINISTRATIVE SERVICES

The IT Division budget decreased due to the reallocation of the Information Clerk position, and the absence of the one-time funds associated with the FY 24 Community Development software replacement project.

7. HUMAN RESOURCES

The Human Resources Department had a decrease due to salary increases and insurance costs not being budgeted in this department next Fiscal Year.

Councilor Springer suggested that all part time employees have the option of receiving health insurance. Human Resources Director, Erica Ottmann, stated that in order for employees to be eligible for health insurance, they must work 30 hours, as per the Public Risk Management insurance pool.

Discussion ensued in reference to the proposed non-union salary increase. It was the consensus of the Council to increase salaries with either \$1 per hour or 2% of salary, whichever is greater, to be effective October 1, 2024, for all non-union employees and consensus for City Manager to meet with Fire Union President and offer same.

8. FIRE RESCUE

The Fire Rescue Department budget increased only slightly (0.5%) despite new positions, and capital projects. This is due to the current status of the of the Bay Pines Fire Station, which

was funded in the amount of \$4 million in FY 2024. The addition of Rescue Unit 129 will be funded by Pinellas County.

9. LAW ENFORCEMENT

The proposed Law Enforcement contract, with the Pinellas County Sheriff's Office, includes an 7.8 cost increase. Discussion ensued regarding the contract and additional services for neighborhood patrols and traffic enforcement.

10. LIBRARY

There will be a 15% increase in the Library budget primarily due to salary increases.

Staff discussed the will of Frank Wagner, which included a donation of \$1 million dollars to the Library and the funds have been collecting interest. Staff suggested a Frank Wagner Scholarship be established for an employee of the Library who would like to pursue a Master's Degree in Library Sciences. It was the consensus of the Council to proceed and create said scholarship.

11. PUBLIC WORKS

There will be an 8% increase in the Public Works Department budget due to capital improvement projects, which include the Pavement Management Plan, Stormwater Infrastructure Improvements, Waterfront Park Improvements, Fleet Additions, City Hall Rehabilitation, City Park Improvements, City Hall Parking Lot Resurfacing, Fleet Replacements, Stormwater Rate Study, Monument Signs, Asset Management Software, and Blossom Lake Park Improvements.

12. RECREATION

The Recreation Department budget is proposed to decrease due to the funding status of the Recreation Center Replacement Project. The FY 24 budget included \$2,352,000 for design services, which will remain unexpended in FY 24 and be re-appropriated at a future date to FY 25.

Mayors Waters called for a lunch break at 12:30 p.m.
Meeting resumed at 2:00 p.m.

13. NON-DEPARTMENTAL

Transfers are reported in this section of the budget. The following transfers are proposed for FY 25: transfer from the General Fund to the Building Fund to balance the Building Fund, transfer from the General Fund to the Capital Projects Fund to establish a working contingency for capital improvements projects, and transfer from the ARPA Fund to the Capital Improvements Fund to close out the ARPA fund.

14. CAPITAL IMPROVEMENTS PLAN

The following projects are proposed: Recreation Center Replacement, Fleet Replacements, Pavement Management Plan, Stormwater Infrastructure Improvements, Fire Station 129, Fleet Additions, Facility Rehabilitation, Waterfront Park Improvements, Portable and Mobile Radio Replacements, HVAC Replacements, City Park Improvements, Parking Lot Resurfacing, Fuel Pump Replacements, Microsoft Upgrades, Blossom Lake Park Improvements, Stormwater Rate Study, Fitness Center Equipment Replacement, Median Monument Signs, Repetto Property Improvements, Asset Management Software, Firefighting Hose Replacement, Server Replacements, City Website, and Tree Inventory.

Mayor Waters adjourned the meeting at 3:10 p.m.

Date Approved: August 13, 2024

Ann Marie Mancuso

Minutes prepared by City Clerk
Ann Marie Mancuso, CMC

Leslie Waters

Leslie Waters, Mayor

