



City of Anna Maria

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MINUTES CITY COMMISSION BUDGET WORKSESSION MEETING AUGUST 12, 2015 – 6:00 P.M.

Pledge of Conduct: We may disagree, but we will be respectful of one another. We will direct all comments to the issues. We will avoid personal attacks.

CALL TO ORDER

Chair Webb called the meeting to order at 6:00 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Present: Mayor Dan Murphy, Commissioner Dale Woodland, Chair Chuck Webb, Commissioner Doug Copeland, and Commissioner Carol Carter.

Absent: Vice-Chair Nancy Yetter.

Also present: Finance Director Maggie Martinez, Public Works Director George McKay, and Minutes Clerk Stacey Johnston.

1. Proposed Budget Review – FY 2015-2016

Mayor Murphy reviewed the budget format and informed the proposed Tentative Budget was based upon Anna Maria keeping the same 2.05 ad valorem rate for 2015-2016. He noted both the expenditures and reserves would be increased for 2015-2016.

- Code Enforcement has been increased to include management of the upcoming Vacation Rental License. Code Enforcement includes everything required to start a new department to include Code Enforcement representation seven-days per week, IT requirements, vehicles, applications, etc. Vacation Rental Licenses will be \$1,000 each for an approximate revenue of \$600,000.
- Largest Expenditure is the Contracted Sheriff's Services.
- Projected 2014-2015 Reserves total \$1,795,648.00. Reserves for 2015-2016 proposed at \$1,943,345.23.
- Once Mayor Murphy gets a handle on the reserves, he and resident John Chambers will meet. A plan will be put together during the 4th quarter to determine how to best use the reserves and bring them down to 35%. Examples of how to utilize the funds included paying down the six lots, investments, purchase of property, etc. Recommendations will be brought back to the Commission.

Revenues

- Licenses & Permit Fees – Account 422.00-BD – Building Permits. Proposed budget increased to \$533,565.00. Current year's projections have increased by 6% over last year.
- Planning Fees – Account 424.10-BD – 2015-2016 Budget raised slightly from 2014-2015 proposed.
- Vacation Rental License – Proposed Budget 2015-2016 = \$600,000.
- Intergovernmental Revenue - 5/ 2 Cent Capital ELMS Gas Tax – Increased from \$111,183.00 to \$116,124.00. Manatee County has changed the way this line item is being calculated.

Fines & Forfeitures

- Parking Enforcement/CE Fines – Account 454.09 = currently \$8,690 – projecting at \$10,000 and most likely will receive revenues over that projected. Mayor Murphy estimated revenues at approximately \$20,000 for next year. He reminded there will be parking enforcement on weekends and holidays.
- Parking MCSD Fines – Account 454.10 - 2015-2016 Budget estimated at a conservative amount of \$50,000. Mayor Murphy noted that revenues may end up being higher.
- Code Enforcement Fines – Projected revenues increased from \$2,000.00 to \$10,000.00 due to there now being more Code Enforcement in the field.

Interest Revenue

- Interest earned. This year's projected interest is estimated at \$205.00. Mayor Murphy reminded he is working with John Chambers for seeking out low-risk investments for the City. He informed in the past, Anna Maria was bringing in \$20,000 in interest on investments. He noted interest rates will eventually go up - so he wants to be at a point where the City can take advantage and capitalize on it when they do.

Miscellaneous Revenues/Carryovers

- Includes Pier Rent (\$134,000.00); and the BP Oil Spill Settlement (\$84,254.00).

Rebates/Contrib/Donations/Other Grants

- Donations from the TDC for Gulf Front Park - \$76,900.00.
- New account – County/Trolley Shelters - \$32,139.80 to build Trolley Shelters.

Expenses**Personnel Expenses**

- New Account – Code Enforcement – Total Expenses for Code Enforcement increased from \$45,000 to \$85,000. Reflects having two full-time Code Enforcement Officers.
- No employees COLA increases have been included in the 2015-2016 budget. Mayor Murphy asked for the Commission to contact him one-on-one to provide their input relating to allowing for any employee COLA increases for the next budget year. He felt there would be enough money in the budget to allow for raises this year. A salary and wage survey is being conducted. The issue will be discussed at the next budget meeting.
- Retirement Contributions and Employee Insurance have both increased.

Operating Expenses

- Other contracted services – *Account 5140.25-CE* - \$123,400.00 – Serves as the infrastructure for the parking tickets. There are also more Code Enforcement fines, more warnings, and tracking.
- Contracted Building Official – *Account 5140.26-BD* - \$136,500.00 – Mayor Murphy informed that M.T. Causley originally proposed a 5% increase. After discussions, that percentage has been reduced down to 2%. Changes to the contract will be discussed by the Commission during discussions of the Building Official's contract.
- Contracted Sheriff's Services – *Account 5140.26-PS* – \$685,624.09 - Mayor Murphy met with the Sheriff who has indicated he is unwilling to reduce their requested 7% increase. A portion of the increase includes the 4% salary increase for all County employees.
- Contracted Planner Services – *Account 5140.27-BD* – \$79,560.00 – Planner Garrett currently works in the Anna Maria office 12 hours per week. Due to the increased building activity, Mayor Murphy proposes increasing Planner services from 12 hours per week to 24 hours per week.
- Contracted Engineer – *New Account* - \$25,000.00 – Cost for LT Engineer's / Engineer Lynn Burnett's services relating to capital improvement planning and handling.
- Attorney's Fees – The 2015-2016 proposed budget reflects a 24% increase. Mayor Murphy asked for guidance relating to the increase. After discussion, it was agreed Mayor Murphy would re-evaluate the Attorney Fee line item and increase that amount in order to be on the high side.
- Telephone/IT – *Account 5140.45-CE* – \$10,000.00 - Costs associated with the increased Code Enforcement services.
- Rents and Leases – *Account 5140.60-CE* - \$100,000.00 – Mayor Murphy informed additional office space is needed to accommodate the expanded Code Enforcement department. He recommends exploring an off-site building for the additional office space. The proposed budget amount includes the build-out.
- Emergency Management – *Account 5140.99-EM* - \$6,500.00 – Emergency management costs in the event of a storm.

Capital Outlay

- Mayor Murphy announced the Code Enforcement module of the new Citizenserve computer software should become live by the end of this month. Explanation relating to Citizenserve followed.

CE-Capital

- Electric Car – \$21,500.00 – New electric car, charging station, and portable carports to keep the City's electric cars dry.

Project/Maintenance

- Contingency Funds – *Account 5600.05-PM* - \$140,000.00 – This non-earmarked line item has been increased for covering everything not currently in the budget.
- Pier Reserve Contingency – *Account 5600.01-PM* - \$13,400.00.
- Loan Payment - *Account 5600.05 P.M.* - \$225,000.00 – Loan payment.
- Lake LaVista Dredge – *Account 5600.25-PM* - \$110,500.00. Approval was just received for dredging the mouth of Lake LaVista. WCIND informed Lake LaVista can be dredged now that they have finished their work. Public Works Director McKay is in the process of getting the dredging completed by September 30.
- Trash services – *Account 5600.32-PM* - \$16,000.00 – Projected amount for trash services.
- Sidewalks Rep/Bch Wood Walkovr – *Account 5600.52-PM* - \$18,000.00 – The walkovers are in bad shape and need repaired. For safety purposes, signs will be placed at each beach access on the beach side to depict the street name.
- Rd Mnt/Prj/Ad/Eq Fuel Ta Rev – *Account 5600.55-PM* – \$300,000.00 – Includes costs for two more portable radar signs. The radar signs have been found to be very effective for reducing speed. Mayor Murphy felt an additional sign is needed traveling South on Gulf Drive, and also on Pine Ave. He noted there have been numerous complaints of speeding on Pine Avenue - and of those heading south and leaving out of Anna Maria. The radar signs also provide for a traffic count, and logs the number and time of people speeding. The Sheriff's Department has been monitoring that information for enforcement purposes.
- Roads and Stormwater Drainage – A listing of the roads and stormwater drainage improvement locations was reviewed by Mayor Murphy. Total budget for the 7,214 footage of road repairs = \$182,000.00. The stormwater drainage project – Gulf Drive between Palm Avenue to Willow Avenue, and Oak Avenue to Beach Avenue budget = \$100,000.00.
Mayor Murphy informed Gulf Drive was one of the biggest infiltration priorities. Engineer Lynn Burnett will be working with Holmes Beach at the City limits location to jointly coordinate the project at the same time. Discussion followed relating to the other projects.
 - *Commissioner Copeland* suggested stormwater drainage repairs are considered at the location where the Trolley enters the City Pier. He noted the rock at that location is constantly being repaired, and the Trolley riders are having to step out into water when it has rained. Mayor Murphy will pursue.
 - Mayor Murphy will be working with the county relating to the flooding near the Gulf Front Park. *Commissioner Copeland* suggested contacting the TDC to request funding for the purpose of flooding repairs.

Capital Equipment/Projects

- Park Maintenance – *Account 5610.22-PM* - \$25,000.00 – Restrooms at the City Pier Park.
- Gulf Front Park Maint (COAM & TDC) – *Account 5610.222-PM* - \$43,154.00 – Reflects TDC matching funds dollar for dollar. The City has already received a check in the amount of \$30,000. \$40,000 will be collected during next year's budget.
- Six Lots/City Pier Landscaping/Improv – *Account 5610.26-PM* - \$115,000.00 – The Commission had previously authorized \$75,000 this budget year. The bids received were high. Mayor Murphy and Public Works Director McKay have been negotiating with the builders to bring the bid cost done. The project will be wrapped up next year with the \$115,000.00 amount.
- Replace Speakers/Microphones – *Account 5610.30-PM* - \$2,500.00 – Replacement of the speakers and microphones due to the current ones constantly causing problems.

- IT updates Conference Rm /Website – Account 5610.32-PM - \$25,000.00 – Includes upgrades for a conference room in the City Hall.

City Pier and Water Taxi

Mayor Murphy informed he would be providing a report and estimates for the City Pier. He will also be receiving information on where a water taxi can be placed. Information will be provided to the Commission once received. He noted the City Pier tenant is responsible for the maintenance.

Commissioner Woodland stated noted not everyone will be in support of the water taxi.

Emergency Management

Mayor Murphy informed in the event of an emergency/storm, City's headquarters will be moved to offices at the State College of FL. He will be stationed at the Emergency Operations Center command post but asked if any of the Commissioner's would like to assume that responsibility.

Next Budget Work Session

Commissioner Copeland thanked Mayor Murphy, Finance Director Martinez, and the City Staff for their work on the budget preparation.

The next Budget Work Session is scheduled for Wednesday, August 19, 2015.

Adjournment

The meeting was adjourned at 6:50 p.m.



Diana L. Percycoe, CMC, City Clerk

Minutes approved: August 27, 2015