

**CITY COUNCIL BUDGET WORKSHOP
CITY OF BELLEAIR BEACH
July 30, 2018
4:00 P.M.**

PUBLIC MEETING MINUTES

The meeting was called to order by Mayor Leslie Ford Notaro, followed by a Pledge of Allegiance to the Flag of the United States of America.

Roll Call: Present were Councilmembers Marv Behm, Glenn Gunn, John Pietrowski, and Wanda Schwerer; Mayor Leslie Ford Notaro, Vice Mayor Nicolas Pavouris, City Manager Lynn Rives, City Clerk Patricia Gentry, and Finance Officer Melanie Kruszona. Councilmember Wanda Schwerer arrived at 4:08pm. Councilmember Jody Shirley was unable to attend.

1. Discussion and review of FY 2018/2019 Budget.

City Manager Rives review and discussion:

- Staff merit raises had been removed from the budget per Council direction - funds were allocated to non-departmental for consideration of a possible bonus program
- Mower and tractor are to be purchased from CIP funds, reducing the budget by \$49,000.00
- \$10,000.00 is allocated for City Councilmember iPads
- Salary survey for employees will be done as requested by City Council
- Direction needed from Council regarding their request for Marina slip fee increases

Finance Officer Kruszona review and discussion:

- Option A and Option B changes to the budget regarding employee raises as requested by City Council:
 - (A) All raises removed and a possible bonus
 - (B) All raises and bonuses removed
- Net effect of removing all raises from the budget - \$12,097.00
- Interest income was increased by \$11,159.00 from transfer to SBA investment
- Health insurance increase of \$1,230.00

CITY COUNCIL BUDGET WORKSHOP

July 30, 2018

4:00 P.M.

Item review and discussion:

- Employee merit raises of 3% are within the Cost of Living Adjustment (COLA) for this area of 2.1% to 2.7%
- City accounting program is sufficient for the City's needs, with the exception of encumbering funds (done manually)
- Purchase of a \$1,500.00 IT program to network multiple users to cross train and access reports
- Marina slip fee increases
- Possible uses of the Marina parking lot to generate revenue
- Existing Copley Design Associates design for the front of the Marina after the Gulf Boulevard Beautification Project is complete
- Revenue from rental of the Community Center – possibly outsource to an event planner
- City's annual audit is comprehensive, and the fee is one of the lowest in the State
- Attorney fees for City Attorney and separate fees for any possible outside attorney costs incurred
- Mayor and Council travel budgeted for Institute for Elected Municipal Officials (IEMO) for new Councilmembers and for Advanced IEMO
- Disaster Supplies - Emergency Response expense was for sand and sandbags – Hurricane Irma FEMA grant reimbursement will be \$93,000.00
- Cross-departmental budget detail of cost by item

Finance Officer Kruszona asked for confirmation of items:

- Council decided to make no changes to this budget for the Marina – it is tabled to be discussed later
- Final consensus of Council is not to expend the \$10,000.00 in the budget for Councilmember iPads
- Remove the amount budgeted for the truck entirely
- Remove the amount budgeted for the mower and tractor in this budget and purchase with the current year budget funds
- Market Pay Study for employees and include the dollar amount for possible raises or bonuses in non-departmental

ADJOURN

MOTION was made by Councilmember Schwerer to adjourn the meeting.

Motion passed 6-0.

September 5, 2018
Date Approved

APPROVED: _____

Leslie Ford Notaro
Leslie Ford Notaro, Mayor

ATTEST: _____

Patricia A. Gentry
Patricia A. Gentry, City Clerk