

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, JUNE 13, 2023
COMMISSION CHAMBERS - 9:00 A.M.

Mayor Penny called the meeting to order at 9:01 A.M. All participated in the pledge to the flag.

ROLL CALL: COMMISSIONERS GAIL NEIDINGER, BEN THOMAS, LYNDIA THOMPSON, VICE MAYOR THOMAS REID, AND MAYOR ARTHUR PENNY. ALSO PRESENT: CITY CLERK CARLEY LEWIS, CITY ATTORNEY CHRISTOPHER BERG, FINANCE DIRECTOR JAMES GRAHAM, PUBLIC WORKS DIRECTOR SHAWN SHIMKO, PUBLIC SAFETY DIRECTOR DAVID MIXSON, AND DEPUTY CITY CLERK MARY JO BOWMAN.

The topics scheduled for discussion were Dolphin Statue Design Proposals and Budget.

The first topic for discussion was Dolphin Statue Design Proposals.

City Clerk Lewis spoke regarding design proposals for the dolphin statue and distributed a handout (attached to Minutes as Exhibit A). She reported that the artist that had previously indicated he would be submitting a second design did not do so. She noted that he updated his first design to remove the boats. She asked for Commission direction on which designs to put out for the community to choose between.

Discussion ensued regarding design options for the City's dolphin.

The consensus of the Commission was to ask the community to choose between the striped design and the sunset design options and to allow two weeks for voting through the City's Facebook page.

Further discussion ensued regarding the cost of the statues.

The next topic for discussion was Budget.

Finance Director Graham informed the Commission that the audit is due June 30, 2023 and they will not meet the deadline. He noted that the City's outside auditor was out for a medical leave. He stated that they have reached out to the Auditor General and he believes they have until July 31, 2023 to complete the audit or state money can be withheld.

ADMINISTRATIVE WORKSHOP

TUESDAY, JUNE 13, 2023 - 9:01 A.M.

Mr. Graham spoke regarding estimated taxable values and millage rate calculations and reviewed a handout (attached to Minutes as Exhibit B). He reported that the estimated taxable value increase is 13.56%. He discussed various millage rate calculations and noted that he would not recommend going lower than the current rate of 4.9650.

Mr. Graham spoke regarding Consumer Price Index projections and reviewed a handout (attached to Minutes as Exhibit C). He reported that the CPI from March 2022 to March 2023 is 7.7%. He stated he is proposing a 6% COLA for general employees. He noted that a 4% COLA is expected for the firefighters per their union contract.

Discussion ensued regarding personnel costs and COLA projections.

Mr. Graham spoke regarding employee health insurance and reviewed a handout (attached to Minutes as Exhibit D). He stated that he is budgeting an 8.5% increase but he will not receive actual numbers until August. He discussed the costs of premiums and noted that the City contributes 30% toward dependent coverage.

Mr. Graham spoke regarding insurance allocations. He reported that he was advised to budget a 35% increase for property insurance, a 17.5% increase for general liability insurance, and a 14.5% increase for workers compensation insurance. He noted that insurance premiums are divided among the departments.

Mr. Graham spoke regarding the Public Safety Department operating budget and reviewed a handout (attached to Minutes as Exhibit E). He reported that the Pinellas County Sheriff's Office (PCSO) submitted a renewal increase of 7.95%. He discussed traffic signal maintenance and reported that the State provides funding to the City to maintain the signals and the City contracts with Pinellas County to perform the physical work. He noted that the Public Safety Department budget has expenses divided between fire and EMS for tracking and reimbursement purposes.

Public Safety Director Mixson spoke regarding hiring policies for two vacant Firefighter/Paramedic positions. He said that there are not enough firefighters/paramedics finishing school to compensate for the amount of retirements occurring in the industry. He reported that the City Attorney is working with staff to develop a contract for the City to hire EMTs and pay

ADMINISTRATIVE WORKSHOP

TUESDAY, JUNE 13, 2023 - 9:01 A.M.

the cost of paramedic school. The EMTs would be required to complete paramedic school within three years and would be required to work for the City for three years after they obtain their certification. He said that the cost of paramedic school varies from approximately \$5,500 to \$8,500. He requested Commission approval to increase his training budget by \$15,000 to cover the appropriate costs. He noted that the employees would not be paid for their time in school and would complete their classes on their off days.

Discussion ensued regarding paying for EMTs to complete paramedic school.

- Training and Education - Increased from \$20,000 to \$35,000

Mr. Graham spoke regarding the Legislative operating budget and reviewed a handout (attached to Minutes as Exhibit F). He stated that he budgeted a 6% COLA for Commission salaries. He reviewed historical costs for outside legal expenses.

Discussion ensued regarding fluctuating costs for outside legal services.

Mr. Graham spoke regarding remaining topics for upcoming budget workshops. He noted that the Commission may need to discuss increases to sewer and reclaimed water fees.

Mr. Graham spoke regarding auditor selection processes. He stated that new laws regulate who can be on the selection committee and he is researching options for how to move forward. He noted that the City has stayed with the existing auditor by renewing the contract at the same rate but he does not think that will be an option this year. He noted that the City may have to go to bid.

Discussion ensued regarding auditor selection processes.

There being no further discussion, the meeting was adjourned at 10:01 A.M.

Arthur Penny

Arthur Penny, Mayor

ADMINISTRATIVE WORKSHOP
TUESDAY, JUNE 13, 2023 - 9:01 A.M.

ATTEST:

Carley Lewis

Carley Lewis, City Clerk
06-13.23a

**DIGITALLY SIGNED COPY.
TO VIEW ORIGINAL SIGNED MINUTES,
PLEASE CONTACT THE CITY CLERK'S OFFICE.**