



MINUTES

**SPECIAL BUDGET CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 22, 2020, AT 5:01 P.M.
CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080**

I. CALL TO ORDER

Mayor England opened the meeting at 5:01 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor England led the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor England, Vice Mayor Kostka, Commissioner George (virtually) and Commissioner Rumrell (virtually) and Commissioner Samora.

Also present: City Manager Royle, Assistant City Attorney Taylor, Police Chief Hardwick, Commander Daniel Carswell, Finance Director Douylliez, City Clerk Raddatz, Building Official Law, and Public Works Director Tredik.

IV. PROPOSED BUDGET FOR FISCAL YEAR 2021

A. Discussion of Proposed Budget, Millage and Final Reading of Ordinance 20-10, to Adopt Operating and Debt Millage (Presenters: Max Royle, City Manager; Patricia Douylliez, Finance Director)

B. Ordinance 20-11, Final Reading, to Adopt FY 2021 Budget (Presenter: Patty Douylliez, Finance Director)

Mayor England introduced Item IV.A. and IV.B. She then asked for a staff report from City Manager Royle.

City Manager Royle recapped the results of the last budget meeting on September 14, 2020.

At Mayor England's request, Finance Director Douylliez advised that she did not have any comments.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments section and asked what the budget does not cover.

Finance Director Douylliez advised that body cameras and pay ranges were not put in the budget.

Public Works Director Tredik advised that he has everything in the budget that he needs.

Building Official Law advised that he has everything in the budget he needs.

City Manager Royle advised that he has nothing to add in the budget.

Police Chief Hardwick asked to delete one car for \$50,000 in the budget and instead purchase body cams the Police Department if he still can do it. He asked to allocate the funds from one vehicle to purchase body cams if he can without changing the amount of the budget.

Vice Mayor Kostka wants a solid statement that any savings will be put into the reserves. She advised that the City cannot continue in the direction its going. She asked for a capital improvement plan next year that can be accomplished in one year instead of a five-year plan. She compared other cities budgets to ours and found that many other cities have alternative revenue sources, which our City does not.

Mayor England commended all the staff for their hard work on the Vice Mayor Kostka's report.

Finance Director Douylliez advised that the other cities have stormwater fees, utility fees, etc. She mentioned that staff wants to implement a stormwater fee next year.

Mayor England advised that the other cities have large reserves also.

Finance Director Douylliez advised that there is a negative balance of \$121,000, but there are still monies outstanding coming in.

Commissioner George advised that SEPAC wants \$10,000 out of the landscaping line item in the Road and Bridge Fund and asked if Public Works Director Tredik would allow \$5,000 out of that line item.

Public Works Director Tredik advised no, he needs the money to do landscaping for the City. He explained that SEPAC spent money in 2019 on trees and they are still not planted. In 2020 they did not spend any budgeted money.

Commissioner George asked if the money increased since last year. She advised that only the half of the money was spent last year on landscaping from staff and advised that complaints from the residents were regarding pruning and trimming, not planting.

Public Works Director advised that this line item should not be touched.

Commissioner George asked if the lights line item could be used.

Public Works Director advised that he would be using that money for lights this year.

Commissioner George would like to give a policy direction for SEPAC that if they recommend a project the Commission would have to approve the funding. She asked if the Commission is not going to support SEPAC, why are they in existence.

Mayor England mentioned that SEPAC supplied trees for Arbor Day.

Public Works Director Tredik commented that the Public Works Department would fund the trees for Arbor Day.

Commissioner Rumrell explained that he does not want to lose the volunteers from SEPAC, but that the City is in a financial hardship. He advised that he wants to use the money wisely.

Commissioner Samora commented that the SEPAC should not be defunded. He explained that the Public Works Department has some money and suggested giving SEPAC \$2,500 and work with the Public Works Department on what project they use the money for.

Mayor England advised that the Beautification Committee line item was budgeted in 2019 but not in 2021.

Finance Director Douylliez explained that if more revenues come in, then a budget could be allocated to SEPAC.

Vice Mayor Kostka advised that she would propose that the Commission monitors, evaluates, and then decides when to use the money. Money is not guaranteed and suggested waiting for the revenues first. She would support monitoring the situation on a quarterly basis.

Mayor England asked if SEPAC would come to us in the first quarter and advise what project they are working on.

Commissioner George advised that the City knows we are getting the money back from the weir grants and other projects. There has been a resistance to SEPAC plans and so they have not had the money to spend. It would help if the Commission could allocate the money to SEPAC of \$2,500. The Chair requested \$5,000 but will use whatever is allocated.

Mayor England asked if anyone was opposed to this suggestion. Being no Commissioner was opposed, she advised that she would put an allocation of \$2,500 to SEPAC in the motion.

Commissioner Rumrell asked for an Action Plan from City Manager Royle on what will be done in FY 20-21 and show the residents what the money is being used for. He would like to show in the Action Plan what is being done by staff and to hold staff accountable to a timeframe.

Mayor England advised that the Commission gets a Financial Report monthly.

Commissioner Rumrell advised that he would like more communication with the citizens and put it out to the social media and the website, then the residents can see projects being completed with the increase millage that they are paying for.

Mayor England asked if that could be summarized.

City Manager Royle advised that it could be done.

Commissioner George asked to show some pie graphs, what policies the Commission is implementing, such as, beautification and what the Police Department is accomplishing as well.

Commissioner Samora asked how much money with the millage increase would the reserves receive.

Finance Director Douylliez advised she could not say that yet because it depends on what revenues are received and what expenses comes in; however, \$160,000 would be added to the reserves. She explained that she expects in FY 22 there would be approximately \$720,000.

Commissioner Samora commented that it was not much ground but some ground.

Mayor England asked if that would not give the City four months of reserves.

Finance Director Douylliez advised that would give two months of reserves.

Mayor England asked if there was any support to increase the millage rate to 2.5 percent instead of 2.45 percent.

Commissioner George advised that it was passed at 2.45 percent and asked if it could go up at this point.

City Manager Royle advised that the millage rate can go up.

Commissioner George asked if at the end of next year, the City would have \$170,000 in the reserves.

Financial Director Douylliez advised that the reserves would increase by \$160,000 in the budget and whatever savings would go into reserves as well.

Mayor England asked where the savings would be.

Finance Director Douylliez advised savings could be in the Police Department and from the weir grants. She explained that this year the City budgeted at 95% tax level instead of 98%.

Mayor England asked if the impact fees could be used in the reserves.

Building Official Law advised that would be illegal.

Commissioner George asked what the differential amount would be between 2.45 percent and 2.5 percent.

As Finance Director Douylliez computed the differential, Mayor England asked if Commissioner Samora agreed with a 2.5 percent.

Commissioner Samora advised no.

Vice Mayor Kostka advised no.

Finance Director Douylliez advised the differential would be \$106,000.

Commissioner George advised no.

Commissioner Rumrell advised no.

Mayor England made a motion.

Motion: to approve the budget and millage rate at 2.45, adding an additional \$2,500 in the line item of Beautification projects for SEPAC, and place in the social media and website a summary by the City Manager of projects and expenses on a monthly basis.

Vice Mayor Kostka asked to add that all surpluses be put into reserves.

Mayor England added to the motion that all surpluses be added to the reserves.

Finance Director asked if the \$2,500 for SEPAC would be taken out of the landscaping line item or out of the current budgeted reserves reducing the \$160,000.

Mayor England advised that it would come out of reserves.

Commissioner George asked if the projects should be done on a monthly basis or quarterly basis.

Mayor England advised that she agreed with Commissioner George that monthly made be a lot to do and asked Commissioner Rumrell his opinion since it was his suggestion.

Commissioner Rumrell agreed with a quarterly report.

Commissioner George wanted that the \$2,500 for SEPAC to come from the Beautification line item.

Mayor England advised that Public Works Director Tredik has been chastised for upkeep and maintenance on landscaping, so she suggested not taking the money from his department.

Commissioner George said that she is okay with it either way.

Mayor England amended her motion.

Motion: to approve the budget and millage rate at 2.45, adding an additional \$2,500 to SEPAC from reserves, place in the social media and website a summary by the City Manager of projects and expenses on a quarterly basis, and to add policy that all surpluses from savings will go the reserves. **Motion by Mayor England, Seconded by Commissioner George.**

City Attorney Taylor read Ordinance 20-10 and Ordinance 20-11 in their entirety.

Mayor England asked for rollcall:

Vice Mayor Kostka	Yes
Commissioner Samora	Yes
Commissioner Rumrell	Yes
Commissioner George	Yes
Mayor England	Yes

Motion passes unanimously.

Mayor England moved on to adjourn.

V. ADJOURNMENT

Mayor England asked for a motion to adjourn.

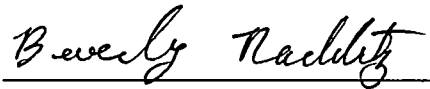
Motion: to adjourn. **Moved by** Mayor England, **Seconded by** Commissioner Samora.
Motion passed unanimously.

Mayor England adjourned the meeting at 5:55 p.m. and then recessed the meeting for five minutes before starting the Regular Commission meeting.

A handwritten signature in cursive script, reading "Margaret England", written over a horizontal line.

Margaret England, Mayor

ATTEST:

A handwritten signature in cursive script, reading "Beverly Raddatz", written over a horizontal line.

Beverly Raddatz, City Clerk