The Budget Workshop of the City Council of the City of Panama City Beach, Florida, and when permitted or required by the subject matter, the Panama City Beach Community Redevelopment Agency, conducted on September 5, 2014.

ROLL
MAYOR GAYLE F. OBERST
COUNCILORS:
JOHN REICHARD
RICK RUSSELL
JOSIE STRANGE
KEITH CURRY

CITY MANAGER:
MARIO GISBERT

CITY CLERK:
HOLLY J. WHITE

ASST. CITY ATTORNEY:
AMY MYERS

Mayor Oberst called the Budget Workshop to order at 8:00 A.M., with Councilman Reichard, Councilman Russell, Councilwoman Strange, Councilman Curry, the City Manager, City Clerk, and Assistant City Attorney present.

Mayor Oberst said this Budget Workshop would be conducted a little differently than in the past, in that she will not ask each Department Head to come up and go through their Budgets. She said that Ms. White will tell us what change has taken place in the budgets. She said that if a Council member has questions, then the Department Head will come forward to answer questions. Council members agreed with the proposed process.

Ms. White opened by noting that we are in the process of completing the Pay Study for all employees. She said that we should have results by the end of the month, and in the interim, we have in place a two percent (2%) cost-of-living raise in the Budget across-the-board for all employees. She said that once the pay study results are in, the intention is to have a workshop with Council for the consultants to review those results and to seek direction. From a Health Insurance standpoint, she said that for the three-year period (2013-2015), we see a savings of Eight Hundred and Eighty Thousand Dollars ($880,000) with our self-insured program. She said we are, therefore, building up a nice reserve and our hope is that as we go forward we can keep the premiums level and may even be able to decrease our premiums as long as we retain adequate reserves for future claims.

She said that the retirement percentages have increased significantly for all three plans. She said that the amount the City contributes to the Firefighters’ Pension Fund increased from eighteen point twenty-two percent to thirty-two point seven percent (18.22%-32.7%); contributions to the Police Officers’ increased from seventeen point seven percent to twenty-three percent (17.7%-23%); and contributions to the General Employees’ increased from thirteen percent to seventeen percent (13%-17%). She said much of the increase was due to the amount of credit carried forward from prior years and that we have pretty much used all that credit to date. Mayor Oberst asked Ms. White to explain how the amount of the City’s contribution is determined. Ms. White said our Pension Fund is a Defined Benefit Plan, which provides for a fixed amount due to each employee once they retire based upon their years of service and their amount of salary over the last sixty months of service. She said that unlike a Defined Contribution Plan, the Defined Benefit Plan works toward a set amount at retirement. She said the Market dictates interest rates, salary levels, mortality rates, etc. which affect the actual contribution number to the Fund. She said all these factors are considered by our Actuaries based upon the Plan documents and State mandates in order to reach the anticipated amounts for each retirement. She said that contribution numbers are provided about mid-year, so we base our new Fiscal Year amounts on prior year estimated amounts, and that this sometimes requires an amended budget based on actual rather than estimated amount requirements. She said increases cannot always be predicted. We are in a good position to handle the increase.

Ms. White said that this is probably the best Budget to date to be presented to Council in that we have funds to complete everything the Department Heads asked for in terms of employees and capital to run their departments efficiently as well as retaining adequate reserves going forward. She explained that most of the departments of the City are included in the General Fund (Legislation, Administration, Building & Protection Services and Comp Planning, Police, Fire and Recreation) except for Aquatic Center and Pier, which are separate Enterprise Funds. Councilman Reichard asked why there are separate Enterprise Funds and Ms. White said these two Departments are in an area in which funds are fee-driven. She said they operate like
businesses and that is how they are accounted for. She said they are different from other City Departments which are supported by taxes and other revenues.

Ms. White referenced the handout and said we could just go right to the details and that she would give a broad overview. Mayor Oberst said that the City Manager has asked that we review the shorter Funds first.

CRA. Ms. White said TIF revenue is up slightly at about Half a Million Dollars ($500,000) over the current year, based upon increases in taxable revenue. She said this figure does not factor in any increase in the proposed tax millage rate, but if this rate increases by one mil, she said that would produce another One point Seven Million Dollars ($1,700,000) in CRA funds, which will help to implement the planned programs. She said that if this tax increase is approved by the County, we could see the amount of our funds increase to approximately Eight Million Dollars ($8,000,000). She said other revenue in this Fund remains the same. She noted the biggest drop is in Transportation Proportionate Share payments, which is a function of building at North Pier Park. Referring to the proposed 2015 Budget, Ms. White said this Fund is split into two different divisions: Code Enforcement, and Street and Road Improvements. She said there is approximately One Half Million Dollars ($500,000) allocated to Code Enforcement, mostly for nuisance-abatement and personnel expenses. She said the Highways and Streets remains pretty much the same with continuation of the program’s main focus being on Front Beach Road Segment Two. She said that there should be sufficient funding with an internal line of credit from the Utility Fund so that we could temporarily borrow money to launch the program. She said that depending upon the timing of construction, it is possible we would not have to use that line of credit, especially if the millage rate increases and we acquire the increase in TIF money. She said it is also possible we could rely on the line of credit and then repay it with TIF money. She said it would only be a short-term loan, if at all, and that it would be a way to keep the project going.

Mayor Oberst said that we are required by law to have a funding source for obligated money. Ms. White reminded Council that we had a similar situation when building the Aquatic Center. She said monies were used from the Utility Fund and as donations came in, the Utility Fund was repaid. She said this would be a similar process if needed. She said there is currently Three point Eight Million Dollars ($3,800,000) in this project for construction and design, and another One Million Dollars ($1,000,000) in land for continuation of the right-of-way acquisition. She said we are still paying down the Debt Service, which is about Three point Eight Million Dollars ($3,800,000) per year, and we are not yet in a position to look at re-funding those bonds.

Mr. Gisbert said that under Repair & Maintenance and Other, we are paying for maintenance of landscape and roadwork along Front Beach Road, Churchwell, R. Jackson, and a portion of Powell Adams. He said that in the future the fund will grow and is designated for Capital Projects. Councilwoman Strange asked if this includes the increased cost of Street Department mowing, and Ms. White said that amount is covered in the General Fund. Mr. Gisbert said that we actually hire for mowing maintenance rather than have our Street Department take care of it. Councilman Reichard asked about the possibility of matching funds for the CRA for the Highway 79 corridor. Mr. Alaghemand said that the only potential for matching funds is the TRIP application which has been submitted for Segment Four, Lullwater to Hill Road. He said that should this project become a reality, we could need additional funding beyond that which is proposed. He said that in the future there will be talks with FDOT about the transfer of Front Beach Road to the City. He said that there may be some incentive provided. He said that in a future meeting with the Secretary of Transportation he will propose three projects: funding of Highway 79, funding the Front Beach Road design, and helping to extend Back Beach Road all the way to Nautilus. He said none of these projects are currently budgeted. Ms. White said that several City departments have grants in the works which are not budgeted, until matching funds are available at which time it could be included in the budget. Mr. Alaghemand said the Highway 79 TRIP fund application is complete.

Councilman Reichard asked if the back-Back Beach Road project is included in the TPO’s project list. Mr. Alaghemand said that it is included in the needs plan, and will soon be moved along to the cost-feasible plan. He said that the FDOT is very interested in extending this project all the way to Walton County and connecting with Highway 98.

Councilman Curry said that O&M is always a concern and asked about the plan for the future. He said there has been a seventeen percent (17%) increase over last year. Mr. Alaghemand said it will increase since we will soon have to begin re-marking some of the roads. He said that the O&M does not include street lighting, which we are paying for annually. Councilman Curry said that we have to pay for whatever we build and ask if there are any suggestions on how we are to do that. Mr. Alaghemand said that, as a part of the program, we could assess the property owners who use the road. Mayor Oberst said that within the next month the City Manager will bring a proposal for Council’s review. Mr. Alaghemand said that we must.
have a program in place for O&M for pavement management, stripping, and street lighting, and that we must be proactive. He said that our road infrastructure is increasing and that we must be prepared to take care of them. Councilman Curry said this is an issue across all budgets, not just CRA. Mr. Gisbert said that everything has a life-cycle and that we must have funds available for replacement.

PIER. Ms. White said this Fund continues to do very, very well. She said that no huge increase in revenue is expected, but we should maintain and that should be sufficient to run the operations. She said that since this Fund is doing so well, we are able to set aside funds for future R&R and that is a great tool. She said that we kept the revenue level this year. She said the rent is relatively stable as well. Mr. Gisbert said the rent income is at Two Hundred Thousand Dollars ($200,000) for a thirteen hundred square foot space. Councilwoman Strange asked if the rent increases each year. Ms. White said there is a base rent and a percentage of sales, so that as sales grow the City benefits as well. She said that once the sales reach a certain amount, the percentage also increases. She said that the cash carry-forward line item is currently at Three Quarters of a Million Dollars ($750,000) for this year. She said maintenance is planned which will use some of the funds, but we still intend to have approximately Six Hundred Seventy-Five Thousand Dollars ($675,000) remaining at the end of 2015, which will carry forward to use for maintenance of this hard-environment project.

She said that on the expenditure side, there is a bump-up in salaries. She said that some positions have been shifted around in Mr. Ponek’s reorganization of the Parks and Recreation Department. She said that Mr. Spivey spends a lot of time working with the beach lifeguards, so part of the budgetary burden has been shifted to the Pier. She said that some of Mr. Ponek’s salary will be allocated to the Aquatic Center and some to the Pier so that the General Fund does not bear it all, which more accurately reflects effort. She said this will give us a true picture of what it actually costs to operate each segment.

Ms. White continued that O&M is pretty stable and that the increase is in repair and maintenance, to include painting and ceiling work. Councilman Reichard said that we should consider running a line for a temporary restroom to the Pier, rather like the County did while working on their pier. Mayor Oberst said that FDEP will not allow it. Mr. Gisbert said this reference is to a temporary restroom at the other pier which is hauled in and hauled out on a frequent basis. He said they do not have a sewer line. Councilwoman Strange said that the windstorm insurance amount seems small. Mr. Gisbert said that amount is just for the building (800 sq. ft.), and has nothing to do with the Pier. Councilman Curry asked if we have enough reserve funds. Ms. White said she feels we do. Mr. Gisbert said the intent of the Pier’s design is that the superstructure stays in place during a storm and that we may have to replace handrails and panels in the event of a storm. Councilman Curry said he is concerned that we have sufficient reserves in place, since in the event of a storm we would not have that one percent (1%) revenue. Ms. White said that the projected amount at the end of 2015 is Six Hundred Seventy-Five Thousand Dollars ($675,000) for R&R. She said there is an additional Four Hundred Thousand Dollars ($400,000) of unrestricted reserves which we could tap into should it become necessary. She said that overall the Fund would have in excess of One Million Dollars (1,000,000). She said money is transferred from this Fund each year to assist with Aquatic Center costs. She feels comfortable in saying that this Fund is in good shape. Councilman Reichard asked how often FDEP inspects the Pier. Mayor Oberst said that upon reports from those who use the Pier, the FDEP would perform an inspection.

AQUATIC CENTER. Ms. White said this Department has also stayed pretty much the same. She said that there have been changes in some of the programs offered and improvements are ongoing. She said that one additional full-time lifeguard has been added to this Fund. She said they experience staffing challenges since most of their employees are part-time. She said to compensate for the expense, part-time Personnel have been increased and half of Mr. Spivey’s salary has been moved out as well. She said there has been approximately a Six Thousand Dollar ($6,000) increase in the staffing line item. She said that under Repair & Maintenance, the pool is aging and the purchase of preventive items are being used. She said that some capital has been included for the purchase of normal replacement items (e.g., chairs and tables) as well as a few larger pieces of equipment. She said the purchase of some blow-up items for programs and parties are also included. She said that there is approximately Fifty Thousand Dollars ($50,000) per year in Debt Service and that we are still paying back the debt to the Utility Fund for the line-of-credit when we built the facility. She said the total is now down to less than Four Hundred Thousand Dollars ($400,000).

Councilman Curry asked if the money to cover losses was transferred from the Pier and the Utilities Fund. Ms. White said the transfers were from the Pier and General Fund. She said

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that transfers included Three Hundred Twenty-Five Thousand Dollars ($325,000) from Pier and One Hundred Twenty-Five Thousand Dollars ($125,000) from General Fund during 2014. She said that in 2015 the amounts to be moved will be Three Hundred Fifty Thousand Dollars ($350,000) from Pier and One Hundred Thousand Dollars ($100,000) from General Fund. She said that the total amount is down from the nearly Five Hundred Thousand Dollars ($500,000) in the past. She said that Mr. Ponek is working on some other strategies but that it will take a couple of years to see improvements. Mr. Gisbert said that we are offering more swim lessons which is an income producer, we have changed the way in which we charge the swim teams and draw more groups to the pool and reduced the number of overtime hours by employing more part-time workers.

**UTILITY FUND.** Water. Ms. White said that we are in an excellent cash position in the Fund, carrying almost Forty Million unrestricted Dollars ($40,000,000) into next year. She said that Mr. Shortt has prepared a Capital Projects report outlining the next six to seven (6-7) years of projects to be accomplished. She said that the report concludes with the source of funds for all the projects. She said that there is no plan to borrow from the Bond market for these projects. She said that we have two outstanding Bond issues at the moment with some State Revolving Fund (SRF) money still outstanding. She said this is money which we borrowed at a very low rate of interest to install sewer and reclaim water projects into four or five older neighborhoods. She said that we receive a Seven Hundred Fifty Thousand Dollar ($750,000) grant each year, which goes directly to Debt Service. Councilman Reichard asked if we have Thirty-Nine Million Dollars ($39,000,000) in cash carry-forward, why we would borrow money from the State. Ms. White said that we did not have the cash carry-forward amount at the time, as well as the attraction of a very low interest rate. She said that we have been able to build up cash reserves for future projects so that there will be no need to borrow money for them. She said this provides freedom to make choices so that we are not tying up more than we must in Debt Service each year. She said that our Debt Service now is about Five Million Dollars ($5,000,000) in this Fund. She said the rate increases are built into the revenue numbers and that it has been an advantage to do small yearly increases. She said no consumption increase estimates are included.

**Sewer.** She said the line item for Capital Contributions: Public for Half a Million Dollars ($500,000) is for money the County will give us to repave roads in Bayside as we redo that project. She said the other line item for Capital Contributions: Private for Three Hundred Fifty Thousand Dollars ($350,000) is money from Shores of Panama to pay for their system. She said these are the two new line items for next year. She said that there were no new employees in Water, Sewer or Stormwater so Personnel Services stays relatively constant and only up about three percent (3%), which includes the two percent (2%) COLA and some benefit increases. She said in O&M the biggest line item is the water which the City purchases from Bay County. She said the cost is based on historical usage. Mr. Gisbert said the Water Department has eighty-five (85) personnel and increases have a major effect on the budget overall. Ms. White said the increase is approximately Seventy Dollars ($70,000). She said there has been some increased spending for repairs. She said that Mr. Shortt has listed all pending projects with costs, both engineering and construction, and what year he anticipates the projects (2014-2019). She said the report concludes with the funding sources and how we use Impact Fees, as well as some existing Bond money which we still have from the 2009 issue. She said many big ticket projects have been completed in the last few years so the total funding has dropped from Eighty Million Dollars ($80,000,000) to approximately Forty Million Dollars ($40,000,000). She said there has also been a report prepared for Wastewater covering the same categories.

**Wastewater.** Ms. White said the same categories are covered for Wastewater and that there are some big ticket projects included. She said a flat five percent (5%) increase across-the-board for power and fuel costs are included. She said that next year’s projects are listed and how they are to be funded.

**Stormwater.** Ms. White said there was no change in Personnel. She said O&M was down. She said there are a few projects outlined. Mr. Gisbert said this outlines the major issues and those are the ones which will be addressed first. Councilwoman Strange asked if the Training & Education amounts were for certification upkeep. Ms. White said that this includes training for certifications and also training to maintain current licensing.

**Debt Service.** Ms. White said this includes principal and interest payments which is approximately Five Million Dollars ($5,000,000) per year. Mayor Oberst said that we are still the largest Utility Fund in Bay County. Ms. White said that we still have the lowest combined water and sewer rates in Bay County. Councilman Reichard asked about the substantial numbers under Stormwater for the Glades and Gulf Highlands projects. Ms. Kelly Jenkins said that the Seven Hundred Thousand Dollars ($700,000) was for the culverts in the Glades, which is covered under a pending grant.
Ms. White said that in Revenue we are up significantly in our Gross Receipts this year. She said that we budgeted Seven point Seven Million Dollars ($7,700,000), and that budgeted amount was an increase over the prior year, but we are projecting Eight point Five Million Dollars ($8,500,000) or higher. She said that Council has been updated throughout the year on some of the larger revenue line items. She said that many of them are significantly up this year. She said that we do not plan to be that aggressive in planning for next year. She said that we hope to do as well, but budgeted for a three percent (3%) increase on those items which are tourism-based. Mr. Gisbert said these are sustainable growth items. She said quarterly updates will continue and plans can change as we go forward. She said grants will be announced as they come in and budget amendments may be done at that time.

She said Leave No Trace and Beach Patrol are monies which Tourist Development gives the City. She said that there is One Hundred Thousand Dollars ($100,000) for each of those in the Amended Budget for this year with nothing anticipated for next year. She said that if those funds are forthcoming, an amendment for related expenditures will be requested.

Councilman Russell asked if Parking Fees would fall under the General Fund. Ms. White said that all Parking Fees are included under CRA. She said that current Parking Fees amount to about Sixty Thousand Dollars ($60,000). She said that if Parking Fees increase, it could be used for maintenance. Mr. Gisbert said current parking lot trash receptacles are being misused. Ms. White said contributions cannot be planned.

Ms. White continued that Inter-Fund Transfers include One Million Twenty Thousand Dollars ($1,020,000) coming in. She said this is Prop-Share money collected on the Parkway. She said we would have to transfer the money from CRA to General Fund for this expenditure in 2015. She said the second Inter-Fund Transfer line is for One point Three Million Dollars ($1,300,000), which was a one-time transfer to help fund the new buildings.

Mayor Oberst asked which figure should be used when asked how much is our General Fund Budget. Ms. White said the Cash Carry-Forwards and Reserves are amounts which are included in the total Budget, but that the Expenditure figure should be quoted. She said that she would say when asked that our General Fund Budget total is Twenty-Five Million Dollars ($25,000,000) since that is the total we are planning to spend in 2015. Mayor Oberst asked about the Utility Fund Budget. Ms. White said that the total budget in the Utility Fund is Forty-Two Million Dollars ($42,000,000). She said that the CRA total Budget is Ten point Three Million Dollars ($10,300,000). She said that gives us a grand total for 2015 of slightly less than Eighty Million Dollars ($80,000,000). She said that the figure is somewhat misleading in that not all of the amounts can or will be spent since some of it is restricted.

Councilwoman Strange asked about the air-rights fees. Ms. White said there is only one condo from which we collect these fees as a part of their Development Order. Mr. Leonard said we collect on the area which the City owns over Parkhill Circle.

**Legislative.** Ms. White said there have been no changes in this Department. She said Council salaries are set by ordinance. Councilman Russell proposed a Council salary increase since it has been ten years from the last increase. He feels that the Beach Council salaries should be equal to Panama City Council salaries. He made a motion that the base salary for Beach Council members be increased to Twenty-Five Thousand Dollars ($25,000) per year, effective this Budget year. Councilwoman Strange seconded the motion.

Councilman Reichard said that he disagrees with the proposed salary increase. He said that Council’s focus should be public service rather than compensation. He also said that the City should not pay for health insurance for family members of Council, once the current terms expire. Mayor Oberst agrees that it is a hardship for those Council members who are otherwise employed. She said serving on the Council should be made attractive beyond helping the community. Councilman Reichard said that Council members knew what they were getting into when they ran for office. Mayor Oberst said that other cities have an entirely different structure and plan of health insurance than our City does.

Councilwoman Strange asked how much revenue our City generates for Bay County. Mr. Gisbert said that the land mass of the island produces sixty-five percent (65%) of Ad Valorem Taxes. Mayor Oberst said that the City of Panama City Beach has Fourteen Thousand (14,000) full-time residents and we pay more Ad Valorem Tax than all other cities in Bay County combined. Councilwoman Strange asked about the salaries of Commission members in Panama City. Councilman Russell said Panama City Commission members do not have term limits so they make different salaries. He said that COLA and Retirement are included in their salaries. Mayor Oberst said that it is not uncommon for cities to offer different compensation packages for Council members. Councilman Reichard said that we are asking our employees to enjoy a two percent (2%) COLA while Council members enjoy a one hundred fifteen percent (115%) increase. Councilman Curry asked for a clarification on Councilman Russell’s motion as to
whether the Four Hundred Fifty Dollar ($450.00) monthly car allowance would remain the same. He said that he can see valid points on both sides of the argument, but he would like to see an increase for Council members which would more closely follow what all City employees will receive. He said that he could not support doubling Council’s salaries. Mayor Oberst said that Council salaries were increased about ten (10) years ago from Fifty-Six Hundred or Six Thousand Dollars ($5,600-$6,000) to the current amount of Eleven Thousand Five Hundred Dollars ($11,500). Ms. White said that the prior increase in salary equaled the COLA adjustment over that ten year period. Councilman Curry said that economically the United States has experienced a wage growth. Councilwoman Strange said that she is happy that our City was able to give its employees a raise in the past, even when no other city was in a position to do so. She said that Council is due a raise. Councilman Curry said that a COLA should be included in the future for Council members, since they are not currently included in COLA increases. Councilman Reichard said that he would not object to the Mayor’s position being increased, since the Mayor puts in considerably more time than other Council members. **After clarification of the motion made by Councilman Russell and the second made by Councilwoman Strange, the motion passed by majority roll call vote recorded as follows:**

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<th>Councilman Reichard</th>
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<td>Councilman Russell</td>
<td>Aye</td>
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<td>Councilwoman Strange</td>
<td>Aye</td>
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<td>Councilman Curry</td>
<td>Nay</td>
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<td>Mayor Oberst</td>
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Mayor Oberst said that she would like to see the City Manager come back with a plan for restructuring of positions once the Salary Study results are in. She said we could discuss all these issues at a workshop in the future.

Councilwoman Strange asked if there were any legal charges, and Ms. White said no legal charges are assigned here, but rather to Administration. **Councilman Reichard made a motion to suspend health insurance coverage for spouses and family members of Council members once the current terms have expired. Councilman Curry seconded the motion.** Ms. Myers said the motion should be conditional on the law allowing such a motion. She said her concern is that with health insurance we cannot discriminate, and that by grandfathering in some, we are giving preference. **Councilman Reichard rephrased his motion to say that after elections in 2016, Council members will have the same health insurance coverage options as all other City employees.** Ms. Myers said that Council can set an effective date for an Ordinance. Mayor Oberst asked Councilman Curry if he would like to amend his second to this motion and Councilman Curry said yes. **After clarification of the motion made by Councilman Reichard and the second made by Councilman Curry, the motion passed by majority roll call vote recorded as follows:**

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**Administrative.** Ms. White said that she has a spreadsheet listing legal charges for each Department. She said that she summarized legal charges for each Department for the entire City. She said that the original 2014 Budget for legal was for Five Hundred Twenty-Five Thousand Dollars ($525,000). She said the Amended 2014 amount is Five Hundred Sixty-Eight Thousand Three Hundred Sixty Dollars ($568,360), and the Proposed 2015 Budget amount is Five Hundred Ninety-One Thousand Five Hundred Dollars ($591,500). She said the Departments who increased were CRA Code Enforcement, which had to do with Beach Club Motel issues and Nuisance Abatement issues, and she anticipates those issue expenses to continue well into 2015. She said the other Department with an increase was the Comp Plan, which includes the Amusement Park issues, Scooter issues, and Conditional Use Appeals.

**Comp Plan.** Ms. White said there were no new employees added to this Department. She said O&M is up about Twenty-Five Thousand Dollars ($25,000), most of which is legal and other contractual services. As an example, she said we do not have a GIS person, but that this work is contracted to the County. She said Construction in Progress for Two Hundred Thousand Dollars ($200,000) is their share of the new building costs. Councilwoman Strange asked if we would break ground on the new building this year, and Mr. Gisbert said yes.
Law Enforcement. Ms. White said that we have some Personnel changes in this Department. She said the decrease in personnel expenses is due to upper level retirements with sick leave pool payouts to long-term employees. She said outgoing and incoming employees’ salaries are what caused the changes. She said DROP employees and anticipated retirements are built into the upcoming Budget plan. She said Salaries: Other increased to Thirty-Two Thousand Five Hundred Dollars ($32,500) for three additional Beach and Surf employees requested by the Chief. She said that the decrease in overtime is due to the TDC funding of Beach Patrol for Leave No Trace.

Councilwoman Strange asked if overtime charges are for Special Events and Spring Break. Mr. Gisbert said yes and for holiday weekends as well. Councilwoman Strange said that Spring Break is costing about Half a Million Dollars ($500,000) in overtime. Chief Whitman said the cost is about Four Hundred Thousand Dollars ($400,000) with more funds from the TDC.

Councilman Reichard asked if we will replace the lost K-9, and Mr. Gisbert said that we would. He said that with the new K-9 we will have a total of four once the five-week training has been complete.

Ms. White said that there has been a decrease in O&M and the big ticket item in Capital Outlay is the new building costs. She said much of this cost is funded by Impact Fees. Councilwoman Strange asked if the Impact Fees were included and Ms. White said yes. Mr. Gisbert said there will be a purchase of three new cars as well as new equipment which will be paid from Impact Fees. Ms. White said the total projected cost of the new building, engineering and construction, is Four point Three Million Dollars ($4,300,000), of which approximately Two and a Half Million Dollars ($2,500,000) will be funded by Impact Fees. She said the City’s policy is to use restricted money first before using Reserves.

Councilman Curry asked how many more Patrol Officers are needed. Chief Whitman said that the national average is one (1) officer per One Thousand (1,000) people. He said that our average weekend population is One Hundred Thousand (100,000) people, realizing that resort community populations fluctuate. He said that by adding these three new positions, we will have a total of fifty seven full-time Patrol Officers. He said that he attempts to be proactive in law enforcement needs, and that is the reason he is asking for one more Patrol Officer per shift. He said that with the opening of Pier Park North, there is an increased need for officers. Councilman Curry asked if long-term costs of Pensions were considered, and Chief Whitman said yes. Councilman Curry asked if the one percent (1%) Gross Sales tax will continue to generate enough revenue to meet the Department's needs. Chief Whitman said that he thinks that it will. Councilwoman Strange asked if it would be better to have more officers or to pay overtime to current officers. Chief Whitman said that since this is a resort community, everyone in the Department works twelve to sixteen (12-16) hour shifts. He said that it is very difficult for his officers to take needed leave because of the year-round demand. He said that if the one percent (1%) Gross Sales tax proves to be insufficient, he will not fill positions that are vacated as a money-saving measure.

Fire Department. Ms. White said that there was an increase in Personnel of one additional employee. She said that Chief Daly moved one of his officers into an administrative position to assist him with day-to-day operations and training, since he does not have an Assistant Fire Chief. She said Retirement Costs were up from Two Hundred Ninety Thousand Dollars ($290,000) to Five Hundred Eighteen Thousand Dollars ($518,000). She said there were some changes in operating expenses with the issues at Station One with the building needing major repairs. She said those repairs will add approximately Fifty Thousand Dollars ($50,000) to their Repair and Maintenance Budget in 2015. She said the Amended Budget, for the most part due to these repairs, will increase to Five Hundred Fifty Thousand Dollars ($550,000). She said two pieces of equipment will be replaced.

Mayor Oberst congratulated all City departments for being so conscientious in attempting to stay within budget.

Protective Services. Ms. White said that Personnel expenses went down significantly in this Department due to the deletion of the Animal Control Officer position, but with an increase in Contracted Services to cover Animal Control. She said that the One Million Dollars ($1,000,000) in Capital Outlay is their share of the new building costs. Mayor Oberst asked who is in this Department. Ms. White said it includes Mr. Mel Leonard, Mr. Ken Thordnyke, Mr. Tyson Scott, Ms. Leslie Roberson, Ms. Millie Hartman, Mr. Mark Williamson, Ms. Susan Griffin, Ms. Nelda Fields, Ms. Andrea Chester, and Mr. Charles Silky. She said that some of Ms. Chester’s and Mr. Leonard’s salaries are allocated in Building and Comp Plan and Mr. Silky’s salary is allocated partially to Comp Plan and CRA. She said that Mr. James Tindle’s salary is all in CRA.
Street Department. Ms. White said the only change in Personnel is the addition of three Seasonal employees to handle the increase in the moving contract. She said this is just for the summer months to supplement the usual Seasonal summer crew. She said O&M includes a five percent (5%) utility increase. She said it is more evident in this Department because they have a larger electricity line item since it covers street lighting. She said Repair & Maintenance includes resurfacing for a total of Two Hundred Seventy Thousand Dollars ($270,000) to tie into some work being done in the CRA on Alf Coleman. She said some of this amount would be funded by CRA money to do some sidewalk improvements. She said intersection improvements would be paid for from Street Resurfacing monies.

Councilman Reichard asked about the street improvements on Alf Coleman and how they are budgeted. Ms. White said that the CRA has Seventy Thousand Dollars ($70,000) for sidewalks and Fifty-Five Thousand Dollars ($55,000) for a turn lane and there is an additional Seventy Thousand Dollars ($70,000) in the Street Department Budget for Resurfacing. Mr. Casto said that we are taking out the old asphalt and installing turn lanes. He said that this winter we will begin resurfacing up to the turn lanes and then continue on all the way up to Front Beach Road on Alf Coleman. He said there would also be some sidewalks included. Councilman Russell asked if the road would be raised any and Mr. Casto said only resurfacing would be done at this time. Councilman Reichard asked about the sidewalks and Mr. Casto said that is still in the planning stage.

Ms. White said that under Capital Outlay, the Two point Six Million Dollars ($2,600,000) for the Loop Road is in the current year’s Budget. Mr. Gisbert said it is budgeted but is not yet an approved project. Councilwoman Strange asked where the money would come from for this project and Ms. White said it will come from several Funds. She said Recreational Impact Fees will provide approximately One Hundred Forty-Five Thousand Dollars ($145,000). She said the One Million Twenty-Five Thousand Dollars ($1,025,000) discussed earlier will be moved from CRA, and she said we have a little over One Million Dollars ($1,000,000) from the PIPA. The remaining Five Hundred Seventy Thousand Dollars ($570,000) would come from contingency reserves to fund the project. She said that St. Joe will donate One Million Dollars ($1,000,000).

Councilman Curry asked how many miles of City streets we have and maintain. Mr. Casto said it is approximately fifty-five miles of roadway. Councilman Curry said it seems we are putting very little into maintaining and resurfacing our roadways and asked Mr. Casto if he feels comfortable with the amount budgeted for maintenance and resurfacing. Mr. Casto said he does not. He said that the City will set aside Half a Million Dollars ($500,000) in reserve for future needs. He said residential streets require resurfacing approximately every twenty (20) years. He said many of the roadways are coming due or are already overdue for resurfacing. Mayor Oberst said that when subdivisions are built, the streets become the City’s responsibility.

Ms. White said that the TPO contribution remained the same but she has not yet received a request from them. Councilman Reichard agrees with keeping money in reserve for maintenance and resurfacing. Ms. White said at the end of today’s presentation she will go over proposed Reserves. Councilman Reichard asked how much per mile we spend on resurfacing a roadway. Mr. Casto said that it depends on fuel prices, but at the moment the cost is One Hundred Thousand Dollars ($100,000) for approximately one to one and one half (1-1 ½) miles of roadway.

Library. Ms. White said this fund remains unchanged but does require explanation. She said that historically we have budgeted One Hundred Sixty-Three Thousand Five Hundred Dollars ($163,500). She said last year they asked for a one-time extra contribution for the purchase of books, which was granted. She said that she has budgeted the same historical amount only, not to include the one-time books purchase amount. Mayor Oberst said that since we do not have an Ad Valorem Tax, we do not have funds for additional social services. Ms. White said we must be cautious in spending our Reserve Funds since we anticipate some large internal needs for those funds. Mr. Gisbert is also hesitant to increase the contribution since we have not allocated that rate of spending for other City departments. He said that we already contribute above and beyond what most other cities are doing. The Council was in agreement that the contribution should remain at the historical amount only.

Recreation. Ms. White said that one additional Maintenance employee has been added. She said there are twenty-two full-time employees in the Department. She said no other real changes are noted. Mayor Oberst said that we will get some Operational Funds from the TDC. She said that Mr. Ponek has made some beneficial restructuring of his workforce. Councilwoman Strange asked for an explanation of Rentals & Leases. Ms. White said this includes rental of temporary portable buildings to house umpires. Councilman Russell asked for an explanation of Chemicals ABP, and Ms. White said that is for fertilizer for Aaron Bessant Park. Ms. White said
the five percent (5%) increase in O&M is for electricity costs. She said Repair & Maintenance: Other includes ceiling and roofing repairs in the gym, etc., which is a large item. She said there is Fifty Thousand Dollars ($50,000) included for improvements and there will be equipment needs. She said there is Two Hundred Thousand Dollars ($200,000) included for machinery and equipment. She said that we will hopefully see some savings in rentals.

She said the one hundred Forty-Five Thousand Dollars ($145,000) in Greenways & Trails is the trail section of the Loop Road. Mr. Gisbert said there may be some forthcoming grant monies as well. Ms. White said that we have been fortunate in the past to receive FDOT money in support of the Multi-Use Path, etc. Councilwoman Strange asked if a motorized vehicle on the golf cart path is allowed with use of the FDOT funds. Mr. Gisbert said it is intended for non-motorized vehicles.

Ms. White said that she has One Hundred Forty-Five Thousand Dollars ($145,000) in the Utility Fund, transferred from Recreation Impact Fees in the General Fund, to build the last boardwalk section in the Conservation Park. Ms. White said that the Boys and Girls Club and the Senior Center have been budgeted at the traditional amounts, removing the one-time additional contribution.

Reserves. Ms. White said that at the end of Fiscal Year 2015, we should have approximately Nine point Seven Million Dollars ($9,700,000) of Cash Reserves. She said historically we have maintained a Contingency amount equal to twenty-five percent (25%) of our normal expenditures, should we have a storm event or some unexpected emergency. She said this amount is approximately Four point Five Million Dollars ($4,500,000). She said that she will need approximately One point Two Million Dollars ($1,200,000) in Fiscal Year 2016 to finish the new buildings. She said that by setting aside Five Hundred Thousand Dollars ($500,000) for Road Resurfacing, and Five Hundred Thousand Dollars ($500,000) for Future Accrued Compensated Absences, we could show these amounts as being designated for those specific purposes. She said we should build up reserves so that we have funds available to pay Retirees. She said it should be noted on the front page of the Resolution so that those Funds could be earmarked for those specific purposes.

She said that we began with Nine point Six Million Dollars ($9,600,000), and we will set aside the Four point Five Million Dollars ($4,500,000) for Contingencies, we will take the money out of the buildings, take the One Million Dollars ($1,000,000) which we just designated, and we will still have about Three Million Dollars ($3,000,000) in Residual Reserves.

Mayor Oberst said she wonders how many cities of our size could keep twenty-five percent (25%) of their Budget in the Contingency Fund. Ms. White pointed out that the City’s two new buildings is a Nine Million Dollar ($9,000,000) project, and we are not borrowing money to fund construction. Mr. Gisbert said there is one other project which has not been mentioned and that is for re-routing of Mandy Lane in the amount of One Hundred Thousand Dollars ($100,000). Ms. White said the cost is in the budget to resurface and repave the internal road within Frank Brown Park and to place signage.

Mayor Oberst said that from an accounting standpoint, the City has a Seventy-Seven Million Dollar ($77,000,000) Budget. She said a citizen looking at the bottom line would say that the City has a One Hundred Fifty-Five Million Dollar ($155,000,000) Budget. The Council members complimented Department Heads and all those involved for their cautious and conservative approach to the Budget. Ms. White said she will go forward with changes and should have the Budget ready for the next City Council meeting.

With nothing further, the Workshop was adjourned at 10:30 A.M.

Copies of the spreadsheets distributed during the Workshop are attached to and become an official part of these Minutes.

READ AND APPROVED this 9th day of October, 2014.

IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.

Mayor

ATTEST:

City Clerk

Budget Workshop
September 5, 2014
### Residential Water Rate Comparison of Bay County

*August 2014*

#### Maps:
- Florida City
- Indian River
- Marianna City
- Panama City
- Panama City Beach
- West Bay

#### Rate Comparison Table:

| Area          | Base Rate | 1st 20k | 2nd 20k | 3rd 20k | 4th 20k | 5th 20k | 6th 20k | 7th 20k | 8th 20k | 9th 20k | 10th 20k | 11th 20k | 12th 20k | 13th 20k | 14th 20k | 15th 20k | 16th 20k | 17th 20k |
|---------------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Florida City  | 0.50      | 0.50    | 0.50    | 0.50    | 0.50    | 0.50    | 0.50    | 0.50    | 0.50    | 0.50    | 0.50      | 0.50      | 0.50      | 0.50      | 0.50      | 0.50      | 0.50      |
| Indian River  | 0.55      | 0.55    | 0.55    | 0.55    | 0.55    | 0.55    | 0.55    | 0.55    | 0.55    | 0.55    | 0.55      | 0.55      | 0.55      | 0.55      | 0.55      | 0.55      | 0.55      |
| Marianna City | 0.60      | 0.60    | 0.60    | 0.60    | 0.60    | 0.60    | 0.60    | 0.60    | 0.60    | 0.60    | 0.60      | 0.60      | 0.60      | 0.60      | 0.60      | 0.60      | 0.60      |
| Panama City   | 0.65      | 0.65    | 0.65    | 0.65    | 0.65    | 0.65    | 0.65    | 0.65    | 0.65    | 0.65    | 0.65      | 0.65      | 0.65      | 0.65      | 0.65      | 0.65      | 0.65      |
| Panama City Beach | 0.70 | 0.70    | 0.70    | 0.70    | 0.70    | 0.70    | 0.70    | 0.70    | 0.70    | 0.70    | 0.70      | 0.70      | 0.70      | 0.70      | 0.70      | 0.70      | 0.70      |
| West Bay      | 0.75      | 0.75    | 0.75    | 0.75    | 0.75    | 0.75    | 0.75    | 0.75    | 0.75    | 0.75    | 0.75      | 0.75      | 0.75      | 0.75      | 0.75      | 0.75      | 0.75      |

#### Additional Information:
- The rate comparison is based on various water usage scenarios.
- Rates are subject to change and may vary by utility company.
- The table reflects average rates and may not account for special circumstances.

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*Notes*
- *Max*: Maximum rate possible
- *Min*: Minimum rate possible
- *Avg*: Average rate possible

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*System Name*: Rate Comparison
*Report Date*: August 30, 2014
### August 2014

**Residential Sewer Rate Comparison of Bay County**

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**Cost for 1,000 Gallons**

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