

# City of Clearwater

*City Hall  
112 S. Osceola Avenue  
Clearwater, FL 33756*



## Meeting Minutes

**Wednesday, August 2, 2017**

**2:00 PM**

**Special Council Mtg re: Budget**

**Council Chambers**

**City Council**

## Roll Call

**Present:** 5 - Mayor George N. Cretekos, Vice Mayor Hoyt Hamilton, Councilmember Doreen Caudell, Councilmember Bob Cundiff and Councilmember Bill Jonson

**Also Present:** William B. Horne II – City Manager, Jill Silverboard – Deputy City Manager, Micah Maxwell – Assistant City Manager, Pamela K. Akin - City Attorney, Rosemarie Call - City Clerk and Nicole Sprague – Official Records and Legislative Services Coordinator

***To provide continuity for research, items are listed in agenda order although not necessarily discussed in that order.***

### ***Unapproved***

#### **1. Call to Order – Mayor Cretekos**

*The meeting was called to order at 2:00 p.m. at City Hall.*

#### **2. Citizens to be heard re items not on the agenda – None.**

#### **3. City Manager Reports**

- 3.1** Provide direction on the fiscal year 2017/18 funding requests from PSTA (Jolley Trolley), Tampa Bay 211 and Neighborly Care Network.

The following agencies have requested funding as part of our fiscal year 2017/18 budget. Staff requests that council approve or disapprove the individual funding requests.

PSTA- FY18 Jolley Trolley Beach Route - \$217,263

Tampa Bay 211 - \$5,000

Neighborly Care Network - \$25,000

#### **PSTA- FY18 Jolley Trolley Beach Route - \$217,263**

*In response to questions, Pinellas Suncoast Transit Authority (PSTA) Chief Development Officer Cassandra Borchers said PSTA independently procured a new contract with Jolley Trolley for trolley services on the beach communities and the north coastal route. The contract requires the vendor to add technology to some of the services they are providing.*

*The goal is to have all public transportation providers in Pinellas County to be on one technological system and held to the same standards as PSTA. Ms. Borchers said part of the cost increase includes the technology for the vendor to provide; PSTA is providing some of the hardware. The vendor is being asked to provide WiFi and surveillance cameras on their vehicles. The contract also provides incentives and penalties to maintain on-time performance. Jolley Trolley has requested an additional staffperson for their maintenance department. The other participating communities are paying more as well, the increase is based on their escalation rate. It was always PSTA's intent to make this contract a breaking point with Jolley Trolley, from the service they were providing to the service PSTA wanted in the future. Ms. Borchers said all of the vendors were requested to have all the technology PSTA has available. The RFP outlined the elements to be provided by PSTA and the elements to be provided by the vendor. Ms. Borchers said if the RFP was not pursued, the current vendor would have been requested to provide the services, which may have resulted in the vendor requesting for additional funding. In the past, the Jolley Trolley had given the PSTA a 24% credit based on the fares collected; their actual numbers were much higher and Jolley Trolley was keeping therevenue between the 24% and 44% as part of their regular budget. Ms.Borchers said having PSTA collect all the fares brings the Jolley Trolley to standard. The trolley route had a 45% fare recovery during fiscal year 16. The new federal restrictions on the sale of advertising may impact future advertising revenue. Fare box recovery is the user fee differencefrom the cost of the service. The technology and services required by PSTA will not be required on the Trolley's charter fleet.*

**Councilmember Caudell moved to approve the funding request for PSTA - Jolley Trolley Beach Route for \$217,263 in the 2017/2018 budget. The motion was duly seconded and carried unanimously.**

#### **Tampa Bay 211 - \$5,000**

*In response to questions, Economic Development and Housing Director Denise Sanderson said staff has been informed that Tampa Bay 2-1-1 is ending their association with the Homeless Leadership Board . A consultant is working with the Homeless Leadership Board to find an alternative provider for those types of services. The City Manager said homeless services were not listed in Tampa Bay 2-1-1's funding request for a one-year grant. It is not uncommon for area not-for-profits to request city funds.*

**Vice Mayor Hamilton moved to approve the funding request for Tampa Bay 211 for \$5,000 in the 2017/2018 budget. The motion was duly seconded and carried unanimously.**

**Neighborhood Care Network - \$25,000**

*In response to questions, Deputy City Manager Jill Silverboard said staff reached out to the organization for clarification regarding contributions from other local jurisdictions but received no response. Staff has no other context about the request beyond the letter received. Economic Development and Housing Director Denise Sanderson said the organization did not apply under the department's competitive application process. The organization would be ineligible to receive any funds through the CDBG public services programming for fiscal year 17/18. Ms. Sanderson said if the organization meets the CDBG CAP guidelines, they would be eligible to apply for fiscal year 18/19. Ms. Silverboard said the City did not provide any funding to the organization last year. This is the first time in the last five budget cycles the organization has requested funds. Parks and Recreation Director Kevin Dunbar said Neighborhood Care Network is an existing partner; the City provides a location and in-kind services. Budget Manager Kayleen Kastel said if the funding request is not approved tonight, staff recommends making a quarterly budget amendment if approved at a later date.*

*Discussion ensued with a suggestion made that consideration for the funding request be postponed until staff receives additional information. A comment was made that the funding request should go through the normal funding process. The City Manager said the two funding opportunities offered by the City are homeless grant funds for certain organizations and CDBG funds; Neighborhood Care Network has missed the CDBG funding cycle.*

**Vice Mayor Hamilton moved to await further information before deciding on the funding request for Neighborhood Care Network. The motion was duly seconded and carried with the following vote:**

**Ayes:** 3 - Vice Mayor Hamilton, Councilmember Caudell and Councilmember Cundiff

**Nays:** 2 - Mayor Cretokos and Councilmember Jonson

#### **4. Other Council Action**

##### **4.1 Council discussion of fiscal year 2017/18 preliminary operating and capital improvement budget.**

Councilmember Jonson provided a list of budget topics for review.

*Department directors reviewed proposed department budgets.*

*In response to questions, Engineering Director Mike Quillen said the department pays the electric bill for the city streetlights. All of the streetlights have been converted to LED except for Downtown; Duke Energy is still seeking a match for the City's decorative streetlights. Duke Energy will pay for the streetlight conversion in Downtown. A Downtown parking structure is included in the Penny for Pinellas 4 project list. Sidewalk maintenance funds coincide with the of Penny 3. Mr. Quillen said no sidewalks are planned for Penny 4. Deputy City Manager Jill Silverboard said Penny 4 includes an infrastructure line item for utilities infrastructure and the Sand Key Bridge. Mr. Quillen said the Penny funds can only be used for new sidewalks; sidewalk maintenance is covered by the road millage. Penny funds could be used to improve existing sidewalks to meet ADA standards. Fire Chief Scott Ehlers said the apparatus is replaced on a schedule that was established years ago based on a unit's responses. The life expectancy of a front line apparatus is 15 years. Fire engines have a shorter replacement schedule due to usage. The projected Penny 3 includes a new Fire Station 47. Budget Manager Kayleen Kastel said if engines are purchased with Penny funds then it is itemized as cash, which alleviates the general fund. The capital plan identifies the funding source for how vehicles are purchased. Chief Ehlers said the department and regional standards for new hires is a fire medic, instead of an EMT. Clearwater Gas System Managing Director Chuck Warrington said the department will cross 23,000 customers this year. CGS is the 34th largest of the 1000 public gas systems nationwide. Human Resources Joe Roseto said the City is currently in negotiations with the Communications Workers of America; the contract expires at the end of September. Staff is also discussing pension issues with Police, whose contract expires in 2018. The City obtained a new provider to manage the Employee Health Center (EHC), which is running more efficiently and a lower cost. The City of Dunedin no longer partners with the City for EHC services. Information Technology Director Dan Mayer said, as an internal service provider, IT, charges all city departments at a prorated rate. Library Director Jennifer Obermaier said SPC will be moving into the library*

earlier because their existing library and administrative building must be demolished in order to create the City's parking area. The cost increases for the N Greenwood and Beach branches are related to custodial services and an addition to a Full-Time Equivalent. Hours of operation at either branch are not being expanded. Marine and Aviation Director Ed Chesney said the budgets for the Sailing Center and Pier 60 will be transferred to Parks and Recreation. Budget Manager Kayleen Kastel said the budgets will be transferred to Parks and Recreation as part of the general fund budget. The City Clerk said the City will be splitting the election cost with Pinellas County to hold a referendum in November. Staff has budgeted approximately \$50,000 for the November referendum; if there was no county-wide election, it would cost approximately \$100,000. The City will now be required to provide a Spanish translation for all ballot questions; depending on the number and length of ballot questions, the election cost may increase. Parks and Recreation Director Kevin Dunbar said the Urban Forestry staff are arborists who maintain the City's trees. The Department organizes the Arbor Day tree giveaway as part of the Tree City designation. Mr. Dunbar said diseased trees located in the City's right-of-way are not replaced since they do not interact well with streets or sidewalks. Deputy City Manager Jill Silverboard said streetscaping projects, that include appropriate street trees, are included in Penny for Pinellas and Second Century projects list, such as the Downtown Gateway and the North Marina Master Plan. Mr. Dunbar said the City partners with the Salvation Army for additional parking during heavy overflow events scheduled at the Long Center. Additional parking at the Long Center is needed as current parking cannot meet demand. The line item for the Phillies Welcome Sign includes public art component that will feature a gateway feature, tying into the obelisk and pedestrian overpass. The Jack Russell Stadium improvements includes a monument area that will recognize the City's long history with baseball, and creating additional batting cages by renovating the old Visitors club house. The department prefers planting shade trees rather than installing shade structures, which requires maintenance and removal prior to a storm.

In response to a concern, the City Manager said certain operational programs, such as the Sailing Center and the fishing pier at Pier 60, have moved to Parks and Recreation because of in-house expertise with contractors and retail activities.

In response to question, Parks and Recreation Director Kevin Dunbar said the parking fund provides for beach lifeguards and sand maintenance. Deputy City Manager Jill Silverboard said the N. Marina

*Master Plan capital programming is part of Planning and Development's capital work plan. Police Chief Daniel Slaughter said an additional FTE has been included in the proposed budget to assist with the habitual offender monitoring enforcement efforts. Public Communications Director Joelle Castelli said the new city website includes a content management component, allowing Public Communications to make changes to department webpages, instead of IT. Budget Manager Kayleen Kastel said the City will receive approximately \$ 96,000 in water impact fees and \$50,000 in sewer impact fees. Ms. Silverboard said the City cannot use impact fees to buy down rate increases. Solid Waste and General Services Director Earl Gloster said the line item for the MRF (Materials Recovery Facility) is to enlarge the building in order to protect the recyclables. Ms. Silverboard said the facilities maintenance plan was developed by General Services and the Real Estate Specialist; the plan maintains an inventory of vacant city facilities or spaces. Staff periodically discusses the possible reuse and/or surplus of the sites.*

*The Council recessed from 3:58 p.m. through 4:04 p.m.*

*In response to questions, Engineering Director Mike Quillen said the Druid Trail implementation project is itemized in the CIP New Street Construction, under the Druid Road Improvements. Ms. Silverboard said the funds for the US Hwy 19 wayfinding project were rolled into one project, which includes the triangle property at Court/Chestnut Streets. Ms. Silverboard said Penny 3 identified \$5 million for Coachman Park redevelopment; staff has identified \$4 million per year in 19/20 and 20/21 out of Penny 4 proceeds, for a total of \$14 million. The costs for the Main Library improvements are not known; any capital improvements would be funded through the Imagine Clearwater capital project.*

*Budget Manager Kayleen Kastel provided a PowerPoint presentation regarding recently implemented technological and process improvements.*

*Deputy City Manager Jill Silverboard said Public Communications publishes each year a summary of accomplishments in the Annual Report and the City Manager provides an annual State of the City address. These are some illustrative examples in how staff continues to improve in many areas.*

*In response to questions, Ms. Silverboard said staff provided Council a white paper city investments in community neighborhoods in the Spring. She and the City Manager met with the Clearwater Neighborhoods*

*Coalition and provided information that show the number of ways the City support neighborhoods.*

*Concerns were expressed with the potential expansion of the homestead exemption and the impact it would have on future city revenues.*

**5. Closing comments by Councilmembers (limited to 3 minutes) – None.**

**6. Closing Comments by Mayor – None.**

**7. Adjourn**

*The meeting adjourned at 4:31 p.m.*

Attest

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Mayor  
City of Clearwater

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City Clerk