



City of Pensacola

City Council

Agenda

City of Pensacola
222 W. Main Street
Pensacola, FL 32502

March 18, 2024, 5:00 PM

Hagler-Mason Conference Room, 2nd Floor

The meeting can be watched via live stream at cityofpensacola.com/video.

ROLL CALL

SELECTION OF CHAIR

DETERMINATION OF PUBLIC INPUT

DISCUSSION

1. 24-321 FISCAL YEAR 2025 CITY COUNCIL BUDGET WORKSHOP

Recommendation: That City Council conduct a workshop to review the City Council FY 2025 Operating Budget.

Sponsors: Council President Casey Jones

Attachments: *Budget Workshop 03-18-24*

ADJOURNMENT

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-435-1606 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 24-321

City Council

3/18/2024

DISCUSSION

SPONSOR: Council President Casey Jones

SUBJECT:

FISCAL YEAR 2025 CITY COUNCIL BUDGET WORKSHOP

SUMMARY:

The Fiscal Year 2025 Budget process is currently underway and as a part of it, the budget for the Office of City Council has been prepared for your consideration. This workshop will review the City Council Budget as prepared by your Staff and upon Council approval will be submitted to the Finance Department for inclusion in the Mayor's FY 2025 Proposed Budget.

In addition to the City Council Budget review, an overview of the LOST IV Budget will be provided as well as a review of the budget process moving forward.

PRIOR ACTION:

None

FUNDING:

N/A

FINANCIAL IMPACT:

Upon Council Approval, the requested budget will be submitted to the Finance Department for inclusion in the Mayor's FY 2025 Proposed Budget.

STAFF CONTACT:

Don Kraher, Council Executive

Yvette McLellan, Special Assistant to the Council Executive

ATTACHMENTS:

1. Budget Workshop 03-18-24

PRESENTATION: Yes

CITY OF PENSACOLA

CITY COUNCIL BUDGET WORKSHOP

MARCH 18, 2024

TOPICS TO BE DISCUSSED

- City Council Priorities as a Body Whole
- City Council FY 2025 Budget
- Local Option Sales Tax
- Review of the Budget Process Moving Forward

City of Pensacola – Strategic Plan

Mission

We desire the highest quality of life for all our citizens

We do that by:

- Providing cost effective municipal services, including public safety, infrastructure, and public amenities
- Working together with the community to create a healthy environment and growing economy

Values

Transparency	Service Orientation	Accountability	Inclusivity	Focus on Core Mission	Collaborate for Impact	Sustainability Mindset
We exist to serve the people and the people should have visibility into what we're doing, and why.	We are in service of the people. As a result we strive to: • Provide a good service experience • Listen to citizens • Find ways for citizens to make a contribution to solutions.	We use the people's money and we should be able to demonstrate where it went and what we got for it.	We need to be mindful of all of our citizens' unique circumstances. We strive to distribute resources equitably for the benefit of all our citizens.	Our focus is to provide the elements of the core mission.	We work together with intergovernmental and private partners on things that benefit the community but are not the core mission of City Government.	Think for the long term and ensure that our actions can be sustained and supported over time. • Environmental stewardship • Affordable housing • Historic Preservation • Cultivating the identities of our neighborhoods

Priority Areas

Prioritization Criteria

- Alignment with Core Mission
- Feasibility
- Reach across the Community
- Partnership Possibilities

CRIME AND SAFETY

- Reduce crime
- Improve traffic safety
- Protect life and property

NEIGHBORHOODS

- Become the model multi-modal community in America
- Provide adequate neighborhood infrastructure
- Maintain high quality parks, facilities, and open spaces
- Synchronize and coordinate needs of neighborhood associations
- Provide affordable housing
- Preserve historical culture
- Provide quality programs and services

ECONOMIC DEVELOPMENT

- Enhanced connectivity and smart growth
- Safe, stable neighborhoods
- Resilient and growing local economy
- Fiscally sustainable and cooperative governments

ENVIRONMENT

- Improve air quality
- Improve quality of area waterways
- Improve land environmental quality

ORGANIZATIONAL EXCELLENCE

- Increase operational efficiency
- Increase employee satisfaction
- More "One Stop" solutions to residents because of interdepartmental cooperation

PEOPLE

- Increase employee engagement
- Reduce turnover

QUALITY

- Increase on time project completion

FINANCE

- Achieve expense budget
- Improved long range financial plan

GROWTH

- Achieve revenue budget

COUNCIL PRIORITIES – FY 2025

- **PRIORITY AREAS FROM MOST RECENT STRATEGIC PLAN**

- Crime and Safety
- Neighborhoods
- Economic Development
- Environment

- **NEW STRATEGIC PLAN**

- Mayor Reeves and staff are currently working towards the development of a strategic plan
- City Council can finalize their priorities after that plan is finalized
 - Until then, we will work with the focus areas currently being looked at by Mayor Reeves

COUNCIL PRIORITIES – FY 2025

- **Mayor Reeves Areas of Focus (Based on Transition Report, Various News Articles & Press Conferences)**
 - Comprehensive Review of the Land Development Code
 - Economic Development – In Progress – American Magic, ST Aerospace
 - Housing/Homelessness – In Progress
 - Maintenance of City Properties – In Progress – City Hall/Cobb Center, etc.
 - Public Safety – In Progress – Police Equipment/Fire Union
 - Strategic Plan – In Progress
 - Salary Study/Full Time Equivalency Study
 - Complete – Currently in implementation phase

FY 2025 CITY COUNCIL OPERATING BUDGET

- Personnel Services Have Not Been Loaded In The System At This Time
 - After the November 26, 2024, swearing-in the formula approved in the charter will take affect to calculate Council Salaries.
 - There is no adjustment for Council Staff other than what is currently being contemplated for all other general employees.
- Operating Budget Increase Overall Is \$30,500
 - \$34,300 – MIS Allocation – Calculated by Finance
 - \$3,600 – Liability Insurance – Calculated by Finance
- Additional \$9,400 Requested (Decrease of \$7,100 from Prior Year)
 - One-Time Purchases For Computer/Tablet Replacements

FY 2025 CITY COUNCIL OPERATING BUDGET

- Remaining In Council's Budget
 - \$4,000 for Transportation for each Council District
 - \$4,000 for Training for each Council District
 - \$10,700 for Council Discretionary for each Council District
 - \$4,000 for Community Engagement for each Council District
 - Added in the FY 2024 Budget

OFFICE OF CITY COUNCIL OPERATING BUDGET - COMBINED

	<u>ACCOUNT/TITLE</u>	<u>FY 2022 ACTUAL</u>	<u>FY 2023 ACTUAL</u>	<u>FY 2024 BEG BUDGET</u>	<u>FY 2024 YTD ACTUAL</u>	<u>FY 2025 DEPT BASE</u>	<u>FY 2025 DEPT NEW</u>	<u>FY 2025 TOTAL DEPT REQUEST</u>
9331	OFFICE SUPPLIES	805	252	1,000	249	1,000	0	1,000
9332	OPERATING SUPPLIES	512	180	1,700	0	1,700	0	1,700
9333	REPAIRS & MAINTENANCE	48,169	3,393	3,500	668	3,500	0	3,500
9334	SMALL TOOLS & MINOR EQUIP	78	554	3,400	0	3,400	0	3,400
9335	PROFESSIONAL SERVICES	268,156 *	247,537 *	149,300	198,476	149,300 **	0	149,300
9336	COMMUNICATION	108,223	122,123	97,600	47,551	131,900	0	131,900
9337	TRANSPORTATION	2,820	1,168	32,500	1,105	32,500	0	32,500
9338	ADVERTISING	10,467	4,274	11,300	2,272	11,300	0	11,300
9339	POSTAGE	750	122	1,300	11	1,300	0	1,300
9340	PRINTING & BINDING	910	582	4,000	215	4,000	0	4,000
9342	TRAINING	7,913	5,774	42,800	2,364	42,800	0	42,800
9343	DUES, SUBS, & MEMBERSHIPS	26,096	51,641	55,800	37,864	55,800	0	55,800
9346	LIABILITY INSURANCE	20,712	21,653	21,900	7,616	25,500	0	25,500
9349	CLOTHING SUPPLIES	46	0	0	0	0	0	0
9355	AGRICULTURAL SUPPLIES	1,979	0	0	0	0	0	0
9357	OTHER CONTRACTUAL SERVICE	7,599	8,287	8,000	0	8,000	0	8,000
9360	MISCELLANEOUS	17,004	16,716	56,000	6,413	56,000	0	56,000
9361	UNCLASSIFIED	90,463	101,501	74,900	39,755	74,900	0	74,900
9364	SERVICE AWARDS	100	0	0	0	0	0	0
9371	NON-CAPITALIZED COMPUTERS	1,696	12,160	16,500	0	0	9,400	9,400
SUBTOTAL OPERATING EXPENSES		<u>614,499</u>	<u>597,917</u>	<u>581,500</u>	<u>344,559</u>	<u>602,900</u>	<u>9,400</u>	<u>612,300</u>

*FY 22 & 23 Included the Active Transportation Plan,
the Bruce Beach Study and the Charter Review

**Bulk is for the Audit

FY 2024 CITY COUNCIL OPERATING BUDGET

- Additional \$264,000 Carried Forward
 - Will be working with the Mayor's Office and Facilities Maintenance to provide some improvements on the Third Floor to include providing a more conducive meeting space for individual members of City Council to utilize when meeting with constituents.
- Summer Intern Program
 - We will be planning on utilizing the Summer Intern Program to be able to continue our work on social media platforms for members of City Council.
 - There are sufficient funds within Council Support Staff Budget to fund this, should funds not be available within the Summer Intern Program budget within the Mayor's Office.

LOCAL OPTION SALES TAX

- LOST Series IV
 - Current Series extends through December 31, 2028
 - Unsure at this time when the County will put on a referendum.
 - Doesn't appear that it will be on the 2024 ballot.
 - Anticipate it will be on the 2026 ballot.
- Remaining Scheduled Projects:
 - Police
 - Replace Marked and Unmarked Vehicles - \$3,015,000 (FY 25 - 27)
 - Replace Mobile Data Terminals - \$232,000 (FY 25 - 28)

LOCAL OPTION SALES TAX

- Public Works
 - Sidewalk Improvements - \$790,000 (FY 25 - 28)
 - Intersection Improvements - \$300,000 (FY 25 - 27)
 - Baylen Street Marina Seawall - \$491,935 (FY 25)
 - Palafox Marina Seawall - \$750,000 (FY 25)
 - Energy Conservation & Efficiency Improvements - \$860,000 (FY 25 - 28)
 - City-Wide ADA Improvements - \$200,000 (FY 25 - 28)
- Parks and Recreation
 - Cobb Center - \$70,000 (FY 26)
 - Park Improvements - \$557,600 (FY 25 - 27)
 - Note that in FY 2024 there is \$1.7 million included for General Park Improvements (from Carryforward)
- Capital Equipment - \$3,200,000 (FY 25 - 28)

LOCAL OPTION SALES TAX

- Revenue for future years currently projected with a 0.70% increase each year.
 - Revenue currently up based on inflation and spending patterns of consumers
 - However, could begin to fall as prices continue to rise and consumers reduce spending
 - Any additional revenue received, could be used for projects and/or cost over-runs.
 - FY 2022 Ended With An Additional \$2.6 million in Revenue over Budget
 - FY 2023 Ended With An Additional \$2.5 million in Revenue over Budget
- Currently have received three months worth of revenue
 - Projection is that City may receive an additional \$2.7 to \$3 million in FY 24
 - Won't know until fiscal year end
 - Can appropriate on the Unencumbered Carryover Resolution
 - Rather than increase 0.7% projected increase, conservative approach is to appropriate the excess each year.
 - Easier to add projects than have to delete them

FY 2025 BUDGET SCHEDULE

HISTORY

- January 2024 – Departments Began Entering Budget Submittal
- March 2024 – Deadline for Budget Submittals

UPCOMING

- April 2024 – Administration meets with each Department To Discuss Requests
- June 1, 2024 – Preliminary Property Valuation From Property Appraiser
- July 1, 2024 – Certification of Property Valuation From Property Appraiser
- July 5, 2024 – Final Document Sign Off By Mayor
- July 15, 2024 – Proposed Budget Document Distributed To Council
- July 18, 2024 – Millage Rate Approved By Council
- August 5, 2024 – August 6, 2024 – City Council Budget Workshops Begin (Tentative)
- September 4, 2024 – Tentative Public Hearing
- September 11, 2024 – Final Public Hearing

CITY OF PENSACOLA

CITY COUNCIL BUDGET WORKSHOP

MARCH 18, 2024