



MINUTES

BOARD OF COMMISSIONERS BUDGET WORKSHOP MEETING MAY 28, 2025 4:00 P.M.

The City of Madeira Beach Board of Commissioners held a budget workshop meeting at 4:00 p.m. on May 28, 2025 in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

MEMBERS PRESENT:

Anne-Marie Brooks, Mayor
Ray Kerr, Vice Mayor/Commissioner District 2
Eddie McGeehen, Commissioner District 3
Housh Ghovae, Commissioner District 4

MEMBERS ABSENT:

David Tagliarini, Commissioner District 1

CHARTER OFFICERS PRESENT:

Robin Gomez, City Manager - Absent
Clara VanBlargan, City Clerk
Andrew Laflin, Finance Director/City Treasurer Consultant
Thomas Trask, City Attorney

1. CALL TO ORDER

Mayor Brooks called the meeting to order at 4:00 p.m.

2. ROLL CALL

City Clerk Clara VanBlargan called the roll. Commissioner Tagliarini was absent.

3. PUBLIC COMMENT

There were no public comments.

4. DISCUSSION ITEMS

A. FY 2026 Budget Workshop #3 Deliverable

Finance Director Consultant Andrew Laflin said the purpose of the workshop was to review the 2025 personnel information. He responded to comments and questions from the Board.

I. Personnel Listing & Costs by Department – FY 2025

- Personnel Listing – FTE Count FY 2025.

- Project Salaries, Taxes, and Benefits Totals by Department – FY 2025

Mayor Brooks asked if a list of the actual positions in each department be provided to the Commission and if they are full-time or part-time. Vice Mayor Kerr said he would like a better understanding of where they are now, what their demands are, and how it would impact the entire budget.

Mayor Brooks said they are talking about budgeting payroll, and they have not seen the pay study that they have been waiting for almost a year to see where payroll needs to be adjusted. The budgeted dollars could dramatically change. They will have the budget workshop before the pay study presentation in June, and the next workshop will be adjusted again.

Mr. Laflin said they have some initial results from the pay study, and the intention is to fully implement it by October 1, 2025, of the new fiscal year. When the pay rates are more accurately determined, he would tell them what the impact would be. The pay rates are going to change with a COLA increase, a merit increase, and the pay study.

Recreation Director Jay Hatch explained that years ago, a resolution was adopted so that any additional funding inside of the Archibald Fund, through the Parking Funds, could be dedicated to parks and recreation activities in an effort to lessen the impact on the General Fund.

II. Budgeted Personnel Costs & FTEs – FY 2026

- FY 2026 Budgeted Personnel Costs by Department
 - Comparison to FY 2024 Actual and FY 2025 Budget
 - Funded Positions by Department

Vice Mayor Kerr asked if the big increase this year has to do with the new fire station. Part of it would be funded by other cities, and they will have revenue to put against the expense. Fire Chief Clint Belk said the increase from FY 2025 to FY 2026 is about \$592,000. They just got their EMS budget approved for the Redington Station at \$749,000. They will get that money back and a little more. Mr. Laflin said they did not budget for the new positions for the entire fiscal year, only a part of the fiscal year in 2026.

Mayor Brooks asked why parking jumped so much from FY 2025 to FY 2026. She wanted to know the reason for the jumps in the departments that were so large. Mr. Laflin said he would look into it.

Mr. Laflin said the total number of FTEs is 93.27. Two FTEs will be removed from Building Services for the next budget workshop; one FTE position at Code Compliance II and the Permit Clerk Position. Mayor Brooks asked why the positions were being eliminated. Community Development Director Silver said there were a lot of changes when the building official retired. She took over the Building Fund and added two employees from the Recreation Department who took the place of the permit technician and code compliance II. She asked to keep one of the code compliance positions open in case they need more help. The employee in the Permit Technician position received a certification, so her title was changed to Certified Permit Technician.

Mayor Brooks asked if there were still two Code Compliance employees driving in two cars twice per day through the entire city. Director Silver said they are looking at the best ways possible right now. They have an Inspector who replaced the Deputy Building Official, who does inspections and helps with code compliance. The two-hybrid positions will help with permitting and code compliance, and the Operations Coordinator is now the Building Compliance Supervisor who will oversee code compliance.

Director Silver said there have been a lot of changes, and they are still trying to figure out what works, what does not, what they need, and how to function as a complete department instead of two separate departments. The Planning Technician position is still open in the Community Development Department, which will need to be removed. Building Services FTEs will be 9.75, and Community Development FTEs will be 4.25.

III. Budgeted Benefits Information – FY 2026

Mr. Laflin reviewed the benefits information. Two of the benefits are direct pay increases.

- Benefits and Percentages
 - Total Cost per Benefit
 - Benefits Cost by Department – FRS Plan
 - Benefits Cost by Department – ICMA Plan
 - Benefits Cost by Department – Health Insurance
 - Benefits Cost by Department – Workers' Compensation

Mayor Brooks said she would like to have a conversation about what the City should do for the employees who do not take the medical, dental & vision insurance. They should provide them with something because they budget for everyone. Mr. Laflin said he would discuss it with the City Manager and look at who takes insurance from the City and who does not.

Mayor Brooks said she is in favor of giving a 3% cost of living increase and, if the budget allows, up to a 4% merit increase. Vice Mayor Kerr suggested setting the percentage, doing it by department, and letting the department heads determine it. Mayor Brooks said it is a way to reward individuals for the work they do. Vice Mayor Kerr said it could create dissension in the ranks. It should be discussed at a workshop.

Mr. Laflin said the total impact of the COLA increase is \$125,000, and the total impact of the merit increase is \$125,000. If every employee received a 3% COLA and a 3% merit increase for all departments, the total would be \$250,000. He will adjust the merit percentage amounts before the adoption of the budget in September.

Vice Mayor Kerr asked if employees could switch to the FRS plan and if the ICMA plan would eventually go away. Assistant to the City Manager Megan Powers said new employees are only offered the FRS, and existing employees had the one-time option to choose.

IV. Proposed Budget Amendment – FY 2025

- FY 2025 Revenue and Expense – Increase/Decrease
 - The first budget amendment is disaster-related expenses. Mr. Laflin said they created a disaster-related expense account for expenses that were not necessarily department-specific. They have \$15 million requested to increase the budget, which will be offset by FEMA grant revenues to be reimbursed over time.
 - The second budget amendment is the fire station. Mr. Laflin said it is fully funded by Pinellas County, but Madeira Beach is the project manager. Chief Belk said the City does not front any money for the project.
 - The third budget amendment is the compensation classification study from the Gehring Group. It was budgeted in the previous year and did not carry over from the FY 2024 budget. It is to approve the funding to be available to the specific account.
 - The fourth budget amendment is for the PCSO annual contractual cost. The budget needs to be increased by \$125,000 for law enforcement services.
 - The fifth budget amendment is for IT-managed services. The Virtual Chief Information Security Officer position was outsourced for \$60,000 and was not budgeted. Vice Mayor Kerr asked if it was an addition to the IT contract. Mr. Laflin said he thought it was part of the contractual services and that he would pull the contract.
 - The last couple of budget amendments are related to specific fund department-related expenses impacted by the hurricane. It would increase the Sanitation Fund, Archibald Park Fund, and John's Pass Village within the General Fund.

Mr. Laflin said it will come to the Board by resolution at the June regular meeting.

5. ADJOURNMENT

Mayor Brooks adjourned the meeting at 5:08 p.m.

ATTEST:

Anne-Marie Brooks, Mayor

Clara VanBlargan, MMC, MSM, City Clerk