

## VanBlargan, Clara

---

**From:** Ray Kerr  
**Sent:** Wednesday, October 1, 2025 12:59 PM  
**To:** VanBlargan, Clara  
**Cc:** Lara Hooley  
**Subject:** Finance Dept Budget  
**Attachments:** 2024\_Pop\_Estimates Pinellas.pdf; Town of Belleair Budget FY 2026 Finance.pdf; Indian Rocks Beach Final-Adjusted-Budget-2025-26 Finance.pdf

Clara,

Please print this email and the attachments.

Please place them in my cubby prior to this evening's meeting.

It's feasible for the Finance Department to handle HR duties in a small city like Madeira Beach with 85 employees—**but only under certain conditions**. Here's a breakdown of what makes it work and where caution is needed:

### When It Works Well

#### 1. Shared Administrative Capacity

- In small municipalities, Finance often oversees payroll, benefits administration, and compliance reporting—functions that overlap with HR.
- If the Finance Director is detail-oriented and versed in employment law, they can manage routine HR tasks efficiently.

#### 2. Limited HR Complexity

- With 85 employees, HR demands may be modest: onboarding, benefits, basic employee relations, and compliance.
- If union contracts, disciplinary actions, or high turnover aren't major issues, the workload stays manageable.

#### 3. Strong Systems and Support

- A good payroll/HRIS system (e.g., Tyler Munis, ADP, Paychex) can automate many HR functions.
- Outsourcing specialized tasks—like legal reviews, recruitment, or training—to consultants or county-level resources can fill gaps.

### Risks and Red Flags

#### 1. Compliance Exposure

- Labor laws (FMLA, ADA, FLSA, EEOC, etc.) are nuanced. Without dedicated HR expertise, the city risks noncompliance.
- Florida's public records laws and Sunshine Law also affect personnel matters—missteps can be costly.

#### 2. Employee Relations

- Finance tends to be policy-driven, while HR requires emotional intelligence and conflict resolution.
- If staff morale, grievances, or performance management issues arise, Finance may lack the bandwidth or skillset to respond effectively.

#### 3. Strategic HR Needs

- Workforce planning, DEI initiatives, succession planning, and culture-building are long-term HR functions that Finance may not prioritize.
- As the city grows or faces turnover, lack of strategic HR can hinder recruitment and retention.

#### ✖ Practical Options for Madeira Beach

Given your role and goals, here are a few tailored suggestions:

| Option                                        | Description                                                                               | Pros                                 | Cons                                                |
|-----------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------|-----------------------------------------------------|
| <b>Finance-led HR with Consultant Support</b> | Finance handles core HR; external HR consultant supports policy, compliance, and training | Cost-effective, scalable             | May lack continuity or deep institutional knowledge |
| <b>Part-time HR Coordinator under Finance</b> | Hire a part-time HR specialist reporting to Finance                                       | Adds expertise without full FTE cost | Requires clear role boundaries                      |
| <b>Shared Services with Nearby Cities</b>     | Partner with another small city for HR support                                            | Leverages regional expertise         | Coordination and governance challenges              |
| <b>Standalone HR Role</b>                     | Create a dedicated HR position                                                            | Full coverage, strategic capacity    | Higher cost, may be underutilized                   |

Thanks,

Ray Kerr

**City of Madeira Beach**

**Vice Mayor / Commissioner, District 2**

Email: [rkerr@madeirabeachfl.gov](mailto:rkerr@madeirabeachfl.gov)

City Cell: (727) 486-9996

Disclaimer: Under Florida law (Florida Statute 668.6076), email addresses are public records. If you do not want your email address released in response to a public records request, please do not send electronic mail to the City of Madeira Beach. Instead, contact the appropriate department/division.

**Florida Population Estimates by County and Municipality  
April 1, 2024**

| Area                   | April 1, 2024<br>Population<br>Estimate | April 1, 2020<br>to April 1, 2024<br>Total Change | April 1, 2020<br>Census Count <sup>1</sup> | April 1, 2024<br>Inmates | April 1, 2024<br>Less Inmates |
|------------------------|-----------------------------------------|---------------------------------------------------|--------------------------------------------|--------------------------|-------------------------------|
| Lake Worth Beach       | 43,472                                  | 1,253                                             | 42,219                                     | 0                        | 43,472                        |
| Lantana                | 12,239                                  | 735                                               | 11,504                                     | 21                       | 12,218                        |
| Loxahatchee Groves     | 3,374                                   | 19                                                | 3,355                                      | 0                        | 3,374                         |
| Manalapan              | 416                                     | -3                                                | 419                                        | 0                        | 416                           |
| Mangonia Park          | 2,511                                   | 369                                               | 2,142                                      | 0                        | 2,511                         |
| North Palm Beach       | 13,101                                  | -61                                               | 13,162                                     | 0                        | 13,101                        |
| Ocean Ridge            | 1,810                                   | -20                                               | 1,830                                      | 0                        | 1,810                         |
| Pahokee                | 5,666                                   | 142                                               | 5,524                                      | 364                      | 5,302                         |
| Palm Beach             | 9,212                                   | -33                                               | 9,245                                      | 0                        | 9,212                         |
| Palm Beach Gardens     | 62,469                                  | 3,287                                             | 59,182                                     | 0                        | 62,469                        |
| Palm Beach Shores      | 1,283                                   | -47                                               | 1,330                                      | 0                        | 1,283                         |
| Palm Springs           | 27,312                                  | 422                                               | 26,890                                     | 0                        | 27,312                        |
| Riviera Beach          | 39,390                                  | 1,786                                             | 37,604                                     | 0                        | 39,390                        |
| Royal Palm Beach       | 40,430                                  | 1,498                                             | 38,932                                     | 0                        | 40,430                        |
| South Bay              | 4,984                                   | 124                                               | 4,860                                      | 1,919                    | 3,065                         |
| South Palm Beach       | 1,465                                   | -6                                                | 1,471                                      | 0                        | 1,465                         |
| Tequesta               | 6,093                                   | -65                                               | 6,158                                      | 0                        | 6,093                         |
| Wellington             | 61,794                                  | 157                                               | 61,637                                     | 0                        | 61,794                        |
| Westlake               | 6,419                                   | 5,513                                             | 906                                        | 0                        | 6,419                         |
| West Palm Beach        | 125,401                                 | 7,986                                             | 117,415                                    | 82                       | 125,319                       |
| UNINCORPORATED         | 671,677                                 | 21,901                                            | 649,776                                    | 316                      | 671,361                       |
| <b>Pasco County</b>    | <b>633,029</b>                          | <b>71,138</b>                                     | <b>561,891</b>                             | <b>657</b>               | <b>632,372</b>                |
| Dade City              | 9,382                                   | 2,107                                             | 7,275                                      | 0                        | 9,382                         |
| New Port Richey        | 17,270                                  | 542                                               | 16,728                                     | 0                        | 17,270                        |
| Port Richey            | 3,251                                   | 199                                               | 3,052                                      | 0                        | 3,251                         |
| St. Leo                | 2,282                                   | -80                                               | 2,362                                      | 0                        | 2,282                         |
| San Antonio            | 1,403                                   | 106                                               | 1,297                                      | 0                        | 1,403                         |
| Zephyrhills            | 19,666                                  | 2,472                                             | 17,194                                     | 0                        | 19,666                        |
| UNINCORPORATED         | 579,775                                 | 65,792                                            | 513,983                                    | 657                      | 579,118                       |
| <b>Pinellas County</b> | <b>971,218</b>                          | <b>12,111</b>                                     | <b>959,107</b>                             | <b>863</b>               | <b>970,355</b>                |
| Belleair               | 4,310                                   | 37                                                | 4,273                                      | 0                        | 4,310                         |
| Belleair Beach         | 1,633                                   | 0                                                 | 1,633                                      | 0                        | 1,633                         |
| Belleair Bluffs        | 2,312                                   | 1                                                 | 2,311                                      | 0                        | 2,312                         |
| Belleair Shore         | 70                                      | -3                                                | 73                                         | 0                        | 70                            |
| Clearwater             | 118,463                                 | 1,171                                             | 117,292                                    | 0                        | 118,463                       |
| Dunedin                | 35,606                                  | -462                                              | 36,068                                     | 12                       | 35,594                        |
| Gulfport               | 11,757                                  | -26                                               | 11,783                                     | 0                        | 11,757                        |
| Indian Rocks Beach     | 3,702                                   | 29                                                | 3,673                                      | 0                        | 3,702                         |
| Indian Shores          | 1,206                                   | 16                                                | 1,190                                      | 0                        | 1,206                         |
| Kenneth City           | 4,943                                   | -104                                              | 5,047                                      | 0                        | 4,943                         |
| Largo                  | 83,950                                  | 1,465                                             | 82,485                                     | 0                        | 83,950                        |
| Madeira Beach          | 4,006                                   | 111                                               | 3,895                                      | 0                        | 4,006                         |
| North Redington Beach  | 1,472                                   | -23                                               | 1,495                                      | 0                        | 1,472                         |
| Oldsmar                | 14,888                                  | -10                                               | 14,898                                     | 0                        | 14,888                        |
| Pinellas Park          | 54,952                                  | 1,859                                             | 53,093                                     | 0                        | 54,952                        |
| Redington Beach        | 1,346                                   | -30                                               | 1,376                                      | 0                        | 1,346                         |
| Redington Shores       | 2,154                                   | -22                                               | 2,176                                      | 0                        | 2,154                         |
| Safety Harbor          | 16,762                                  | -310                                              | 17,072                                     | 6                        | 16,756                        |
| St. Pete Beach         | 8,765                                   | -114                                              | 8,879                                      | 0                        | 8,765                         |
| St. Petersburg         | 267,031                                 | 8,723                                             | 258,308                                    | 378                      | 266,653                       |
| Seminole               | 19,338                                  | -26                                               | 19,364                                     | 0                        | 19,338                        |
| South Pasadena         | 5,403                                   | 50                                                | 5,353                                      | 0                        | 5,403                         |
| Tarpon Springs         | 25,949                                  | 832                                               | 25,117                                     | 0                        | 25,949                        |
| Treasure Island        | 6,510                                   | -74                                               | 6,584                                      | 0                        | 6,510                         |
| UNINCORPORATED         | 274,690                                 | -979                                              | 275,669                                    | 467                      | 274,223                       |

# Town of Bellair Budget FY 2026

## FINANCE

The Finance Department is responsible for the administration, direction, supervision and coordination of all Town financial functions including financial planning, budgeting, debt management, investments, purchasing, accounting, payroll, utility billing, accounts payable, accounts receivable. The Finance Department handles the year-end closing, adjustment and preparation of the ACFR and Annual Budget.

| FINANCE DEPARTMENT (DEPT. 1130) |                                                  |                        |                         |
|---------------------------------|--------------------------------------------------|------------------------|-------------------------|
| Account Number                  | Account Description                              | FY 2025 Adopted Budget | FY 2026 Proposed Budget |
| 001.1130.512000                 | Salary And Wages                                 | 489,124                | 455,483                 |
| 001.1130.512001                 | Salary And Wages - Part-Time                     | -                      | -                       |
| 001.1130.513000                 | Other Salary And Wages                           | -                      | -                       |
| 001.1130.514000                 | Overtime                                         | -                      | 3,191                   |
| 001.1130.516000                 | Compensated Annual Leave                         | -                      | -                       |
| 001.1130.517000                 | Compensated Annual Sick Leave                    | -                      | -                       |
| 001.1130.521000                 | FICA Taxes                                       | 38,413                 | 34,844                  |
| 001.1130.522000                 | Retirement Contributions                         | 45,191                 | 40,994                  |
| 001.1130.523000                 | Life And Health Insurance                        | 78,141                 | 84,042                  |
| 001.1130.523001                 | Other Medical Benefits                           | -                      | 9,100                   |
| 001.1130.524000                 | Workers' Compensation                            | 687                    | 501                     |
| 001.1130.525000                 | Unemployment Compensation                        | 3,000                  | -                       |
| 001.1130.526000                 | Other Benefits                                   | 5,000                  | -                       |
| 001.1130.531000                 | Professional Services                            | 750                    | -                       |
| 001.1130.532000                 | Accounting And Auditing                          | 55,000                 | 266,000                 |
| 001.1130.534000                 | Other Services                                   | 969,794                | 25,000                  |
| 001.1130.540000                 | Travel And Per Diem                              | 1,500                  | 2,000                   |
| 001.1130.541000                 | Communications Services, Devices And Accessories | 2,880                  | -                       |
| 001.1130.542000                 | Freight & Postage Services                       | 900                    | 1,500                   |
| 001.1130.544000                 | Rentals And Leases                               | 8,000                  | -                       |
| 001.1130.544002                 | Software Subscriptions                           | 7,000                  | -                       |
| 001.1130.545000                 | Insurance                                        | 551,050                | -                       |
| 001.1130.549000                 | Other Current Charges And Obligations            | 22,650                 | 1,000                   |
| 001.1130.549002                 | Legal Advertisements                             | -                      | 5,500                   |
| 001.1130.549003                 | Bank And Credit Card Fees                        | -                      | 10,000                  |
| 001.1130.551000                 | Office Supplies                                  | 500                    | 1,500                   |
| 001.1130.552000                 | Operating Supplies                               | 3,100                  | -                       |
| 001.1130.552001                 | Gasoline & Oil                                   | 300                    | -                       |
| 001.1130.552002                 | Uniforms                                         | 475                    | 700                     |
| 001.1130.552007                 | Equipment and Furniture Under \$5,000            | -                      | 2,500                   |
| 001.1130.554000                 | Subscriptions And Memberships                    | 2,000                  | 2,000                   |
| 001.1130.555000                 | Training                                         | 4,500                  | 6,000                   |
| 001.1130.564000                 | Machinery And Equipment Over \$5,000             | 1,550                  | -                       |
| <b>TOTAL:</b>                   |                                                  | <b>2,291,505</b>       | <b>951,855</b>          |

## CITY OF INDIAN ROCKS BEACH

### FINANCE AND PERSONNEL

#### Program Description:

The Finance Director is charged with the responsibility of administering finance, personnel, risk management, and the processing and registration of local business tax receipts and vacation rentals registrations. Financial services are provided to support all City departments and include accounts payable, cash disbursements, payroll accounting, general ledger accounting, debt management, accounts receivable, financial reporting, treasury management and fixed assets control. The major objective of financial services is to ensure that all accounting transactions are properly authorized, recorded and reported.

This program is also responsible for personnel administration, including overseeing the recruitment and selection of team members, development and implementation of rules and regulations regarding employment, and ensuring that disciplinary actions are performed in accordance with the law. This function also administers the pay and classification plan. Additionally, this program manages all team member benefit programs, and the City's insurance program which is designed to reduce losses and insure against property damage, vehicle liability and general liability.

#### Schedule of Expenditures

##### FINANCE

For 2025-2026 Budget

| For 2025-2026 Budget |                |                |                | ADJUSTED       |
|----------------------|----------------|----------------|----------------|----------------|
| DESCRIPTION          | 2023<br>ACTUAL | 2024<br>ACTUAL | 2025<br>BUDGET | 2026<br>BUDGET |
| SALARIES             | 232,444        | 293,095        | 310,560        | 322,300        |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |
|                      |                |                |                |                |