

# CITY OF PAHOKEE



## MINUTES

### City Commission Workshop

Monday, August 07, 2023, at 5:00 PM

Pahokee Commission Chambers  
360 East Main Street  
Pahokee, Florida 33476

#### **CITY COMMISSION:**

Keith W. Babb, Jr., Mayor  
Clara Murvin, Vice Mayor  
Derrick Boldin, Commissioner  
Juan Gonzalez, Commissioner  
Sara Perez, Commissioner

#### **CITY STAFF:**

Rodney D. Lucas, City Manager  
Jongelene Adams, Deputy City Manager  
Tijauna Warner, City Clerk  
Burnadette Norris-Weeks, Esq., City Attorney  
Joseph R. Martin, Interim Director of Finance

[TENTATIVE: SUBJECT TO REVISION]

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## MINUTES

### A. INVOCATION AND PLEDGE OF ALLEGIANCE

The Workshop was called to order by Mayor Babb at 5:12 PM.

Vice Mayor Murvin led the Invocation, followed by the Pledge of Allegiance.

### B. ROLL CALL

PRESENT

Mayor Keith W. Babb, Jr.

Vice Mayor Clara Murvin

Commissioner Derrick Boldin

Rodney D. Lucas, City Manager

Chan Bryant Abney, Acting City Attorney

Nylene Clarke, Executive Assistant/Deputy Clerk

ABSENT

Commissioner Juan Gonzalez

Commissioner Sara Perez

### C. TOPIC

PROPOSED BUDGET FISCAL YEAR 2023/2024

Mr. Lucas provided an overview of the item. Discussion ensued. (See attached PowerPoint).

### D. DISCUSSION, COMMENTS, CONCERNS

#### 1. PROPOSED BUDGET FISCAL YEAR 2023/2024

Mayor Babb requested a breakdown of salaries, proposed raises, and wanted to confirm if the City would be able to sustain the salaries.

#### **Public Comments:**

Robert Love commented in regard to placing a bench at Commissioner's Park, in dedication to late Commissioner Diane Walker. Discussion ensued.

### E. ADJOURN

There being no further business to discuss, Mayor Babb adjourned the workshop at 5:47 PM.

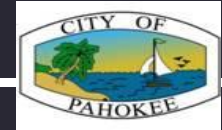
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Keith W. Babb, Jr., Mayor

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ATTEST: Nylene Clarke, Deputy Clerk

# *Budget Workshop Planning Session*

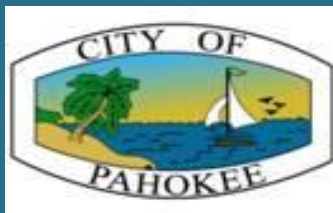


City of Pahokee  
FY 2024



# Budget Workshop Agenda

- Introduction : City Manager
- FY 23-24 Proposed Budget Summary
- Other factors
- Financial Update
- Closing Remarks



8/7/2023



# Budget Rationale

- Improve City Services
- Improve Quality of Life for Residents & Businesses
- Provide a fiscally prudent balanced FY 23-24 proposed budget.



# Critical Dates



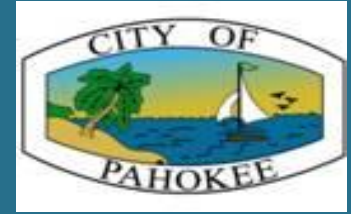
**September 7** - Budget Workshop & Planning meeting 5:00 PM.

**September 12** – First hearing for tentative millage rate and budget 6:00 PM.

**September 26** – Second hearing for the final millage rate and budget 6:00 PM.

**October 1** – The FY 23-24 Adopted budget becomes effective.

# City proposing:

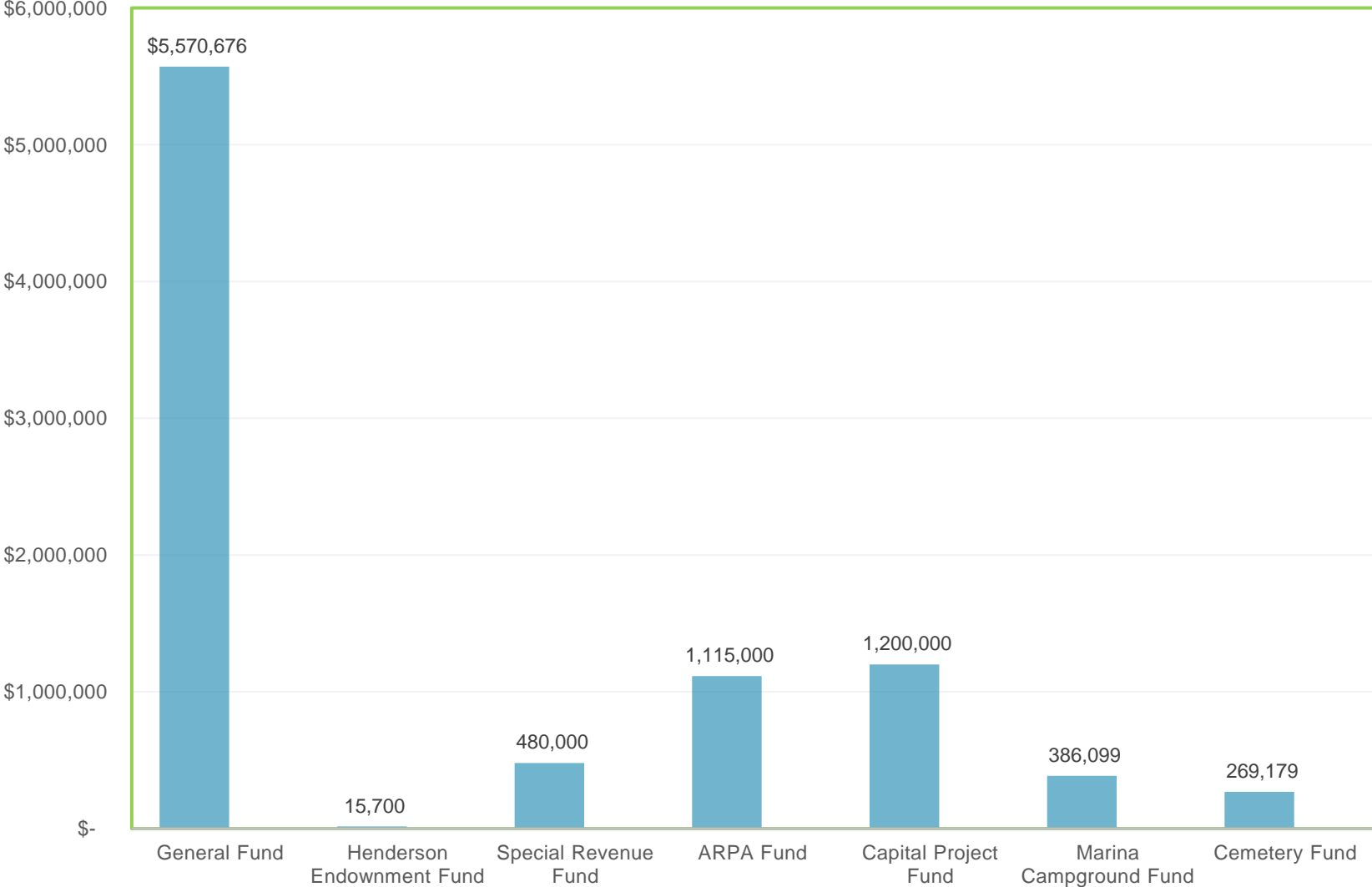


- No millage increase
- Current millage is 6.5419
- Assessed value increase 5.83% from rollback rate of 5.8307 mills.

All Funds	Proposed Budget	Percent Of Total
General Fund	\$ 5,570,676	62%
Henderson Endowment Fund	15,700	0%
Special Revenue Fund	480,000	5%
ARPA Fund	1,115,000	12%
Capital Project Fund	1,200,000	13%
Marina Campground Fund	386,099	4%
Cemetery Fund	269,179	3%
	<u>\$ 9,036,654</u>	<u>100%</u>



# ALL Funds



# GENERAL FUND BUDGET

- Current Budget General Fund –FY 23-24
  - Revenues \$ 5,570,676
  - Expenditures \$ 5,570,676

## INCLUDES:

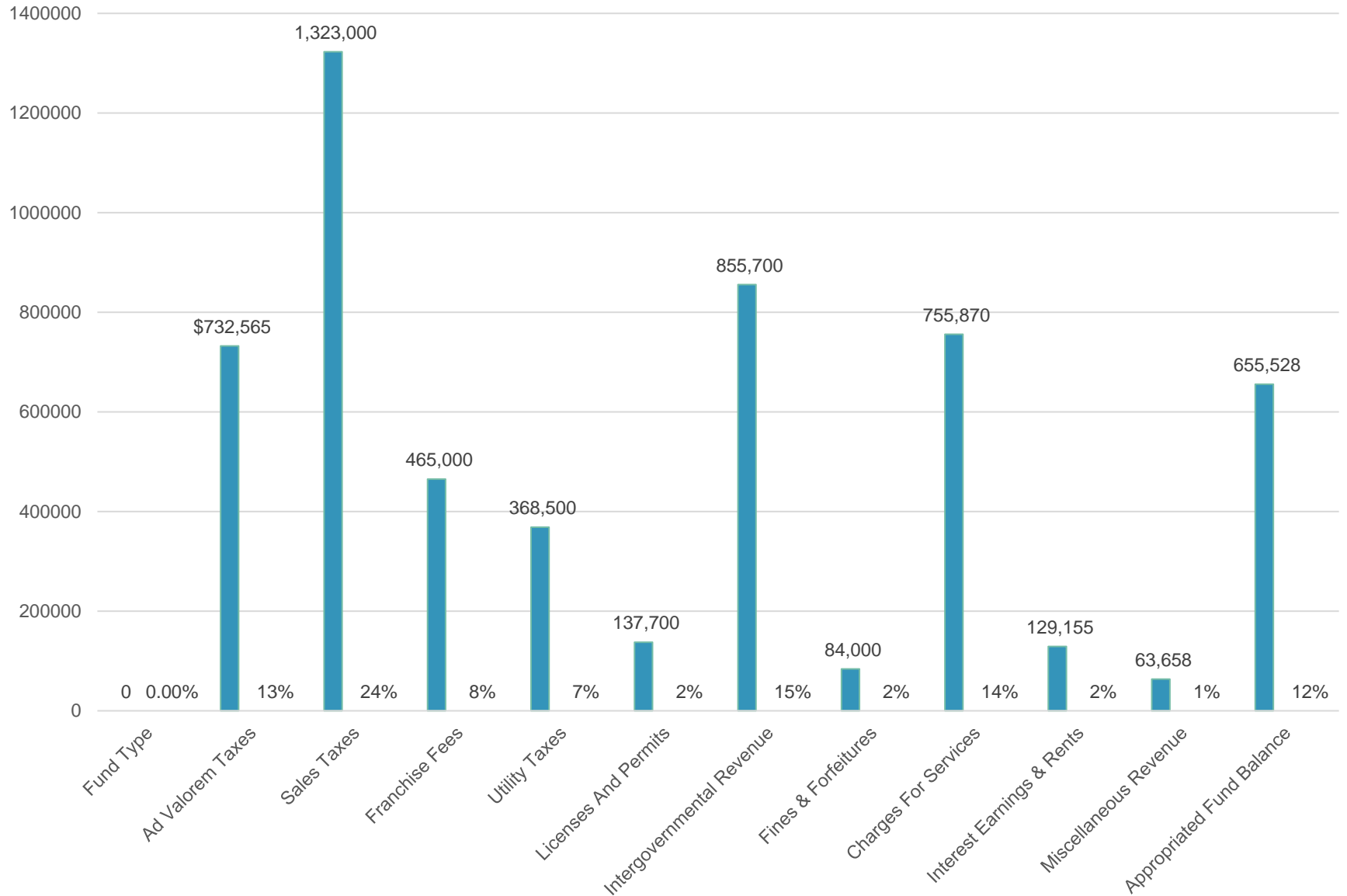
- 3.5% COLA
- 2.5% Merit
- Increase Health Care cost
- Increase in Insurance Premium
- Increase operation cost



## General Fund Revenues By Type

	Proposed Budget	Percent of Total
<b>Ad Valorem Taxes</b>	\$ 732,565	13%
<b>Sales Taxes</b>	1,323,000	24%
<b>Franchise Fees</b>	465,000	8%
<b>Utility Taxes</b>	368,500	7%
<b>Licenses And Permits</b>	137,700	2%
<b>Intergovernmental Revenue</b>	855,700	15%
<b>Fines &amp; Forfeitures</b>	84,000	2%
<b>Charges For Services</b>	755,870	14%
<b>Interest Earnings &amp; Rents</b>	129,155	2%
<b>Miscellaneous Revenue</b>	63,658	1%
<b>Appropriated Fund Balance</b>	655,528	12%
<b>Total Revenues</b>	\$ 5,570,676	100%

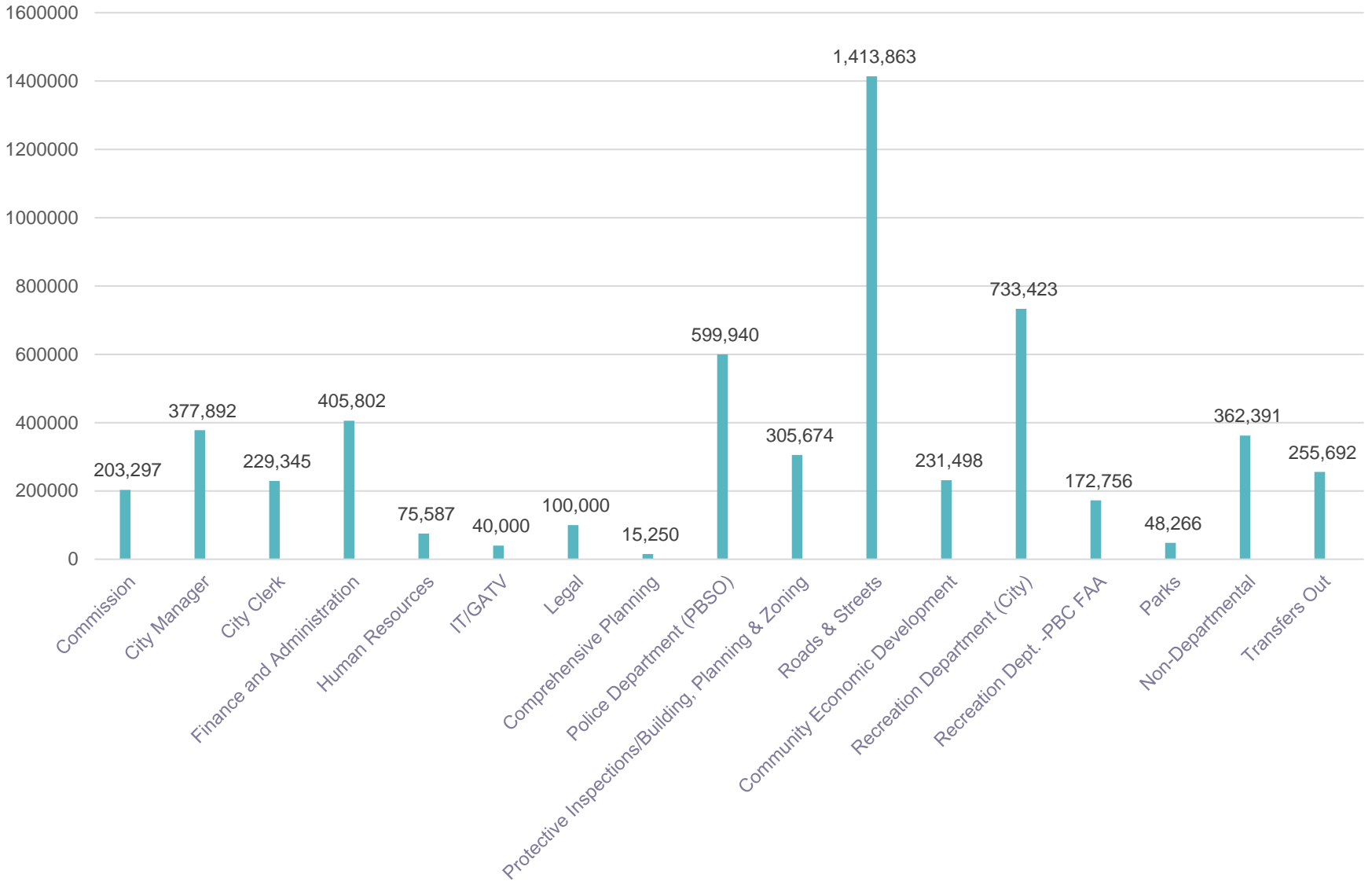
## General Fund Revenues by type



## General Fund -Expenditures by Department

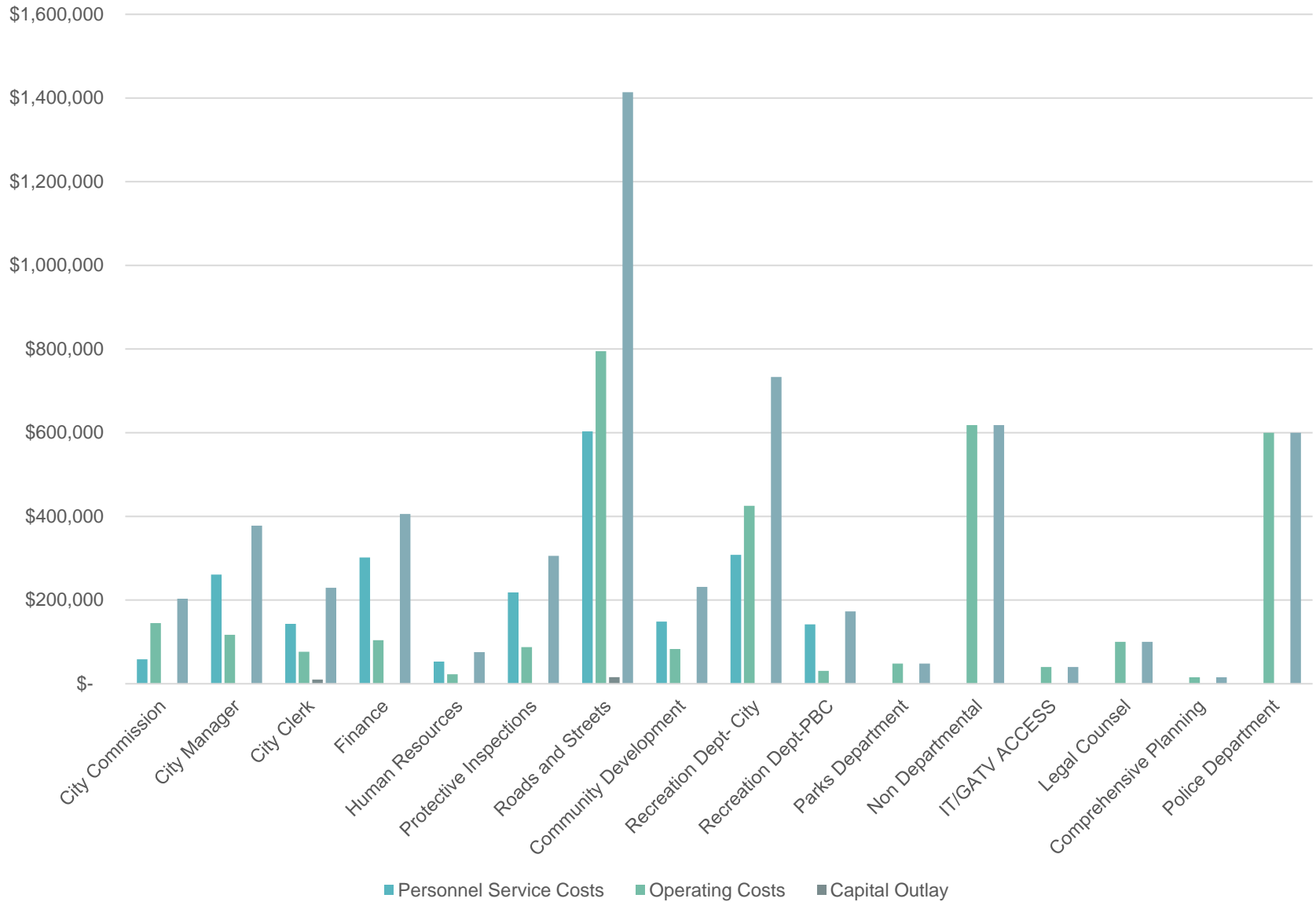
Departments	Proposed Budget	Percent of Total
Commission	203,297	3.65%
City Manager	377,892	6.78%
City Clerk	229,345	4.12%
Finance and Administration	405,802	7.28%
Human Resources	75,587	1.36%
IT/GATV	40,000	0.72%
Legal	100,000	1.80%
Comprehensive Planning	15,250	0.27%
Police Department (PBSO)	599,940	10.77%
Protective Inspections/Building, Planning & Zoning	305,674	5.49%
Roads & Streets	1,413,863	25.38%
Community Economic Development	231,498	4.16%
Recreation Department (City)	733,423	13.17%
Recreation Dept. -PBC FAA	172,756	3.10%
Parks	48,266	0.87%
Non-Departmental	362,391	6.51%
Transfers Out	255,692	4.59%
<b>Total Expenditures</b>	<b>\$5,570,676</b>	<b>100.00%</b>

# General Fund Expenditures by Department



<b>Department / Division</b>	<b>Personnel Service Costs</b>	<b>Operating Costs</b>	<b>Capital Outlay</b>	<b>Total</b>
City Commission	\$ 58,497	\$ 144,800	\$ -	\$ 203,297
City Manager	260,948	116,944		377,892
City Clerk	143,070	76,275	10,000	229,345
Finance	301,887	103,915		405,802
Human Resources	52,938	22,649		75,587
Protective Inspections	218,124	87,550		305,674
Roads and Streets	603,305	794,803	15,755	1,413,863
Community Development	148,398	83,100		231,498
Recreation Dept- City	308,127	425,296		733,423
Recreation Dept-PBC	141,956	30,800		172,756
Parks Department	-	48,266		48,266
Non Departmental	-	618,083		618,083
IT/GATV ACCESS	-	40,000		40,000
Legal Counsel	-	100,000		100,000
Comprehensive Planning	-	15,250		15,250
Police Department	-	599,940		599,940
	<b>\$ 2,237,250</b>	<b>\$ 3,307,671</b>	<b>\$ 25,755</b>	<b>\$ 5,570,676</b>
	<b>40%</b>	<b>59%</b>	<b>1%</b>	<b>100%</b>

## General Fund Personnel Operating & Capital Outlay Costs





# Why Do Expenditures Increase?



Inflation

Technology concerns

Recession

Demands for service

Energy & fuel

Supply chain issues

Property Insurance Issues

The above events could drive the economy into  
Recession resulting in reduced tax revenues

# CITY COMMISSION ACTION



## • SURTAX Dollars FY 23-24

- Rehabilitations/renovations of City Facilities in accordance with Sec 212.055 capital expenditure or fixed capital outlay associated with Construction, reconstruction or improvement.
- Broadband (Fiber Optic runs @ Marina and Sports complex with Wireless Access Points)
- Parks and Recreation Campus Improvement
- Sidewalk replacement and construction
- Recreational /Commissioners Parks
- Cemetery

## FY 2022-2023 PROJECTS IMPROVEMENT STATUS HIGHLIGHTS & ACCOMPLISHMENTS

PROJECT NAME		STATUS	PROJECTED BUDGETED AMOUNT	ESTIMATED COMPLETION
Barfield Highway Reconstruction	FDOT	94.40%	\$4.5 million Award amount	Mar-24
East Lake Village Stormwater Improvement	FDEP	95.50%	\$750,000 Award Amt	Aug-23
Commissioners Park - Splash Pad Repair	Surtax	80%	\$30,000	Aug-23
Marina/Campground Improvements	Surtax	5%	\$350,000	Sep-24
MLK Park Renovation	FDEP	0.70%	\$250,000 Award Amt	Dec-24
Mc Clure Reconstruction/ Design	FDOT	0.50%	\$933,943 Award amount	Jun-25
Public Works - Small Equipment - Maintenance	Sutax	80%	\$5,500	Sep-23
Cemetery - Small Equipment - Maintenance	Surtax	100% - COMPLETED	\$1,000	Aug-23
Sidewalks - Begonia Drive	Surtax	100% - COMPLETED	\$100,000	Mar-23
Demolish - Project 647 - Demo of the Old House	SWA	100% - COMPLETED	\$80,500	Mar-23

## FY 2023-2024 CAPITAL IMPROVEMENT PROJECTS

- **FDOT Barfield Highway Reconstruction Project** – Slated for substantial completion March 2024
- **FDOT Resurfacing Project - PHASE IV Roads**  
\*East MLK Street; West 5<sup>th</sup> Street; West 2<sup>nd</sup> Street; West 3<sup>rd</sup> Street
- **FDOT McClure Road Reconstruction Project** – South Lake to Palm Road/Rickey Jackson Blvd.
- **Stormwater Drainage Improvements – PHASE I**
- **Sidewalks/Walkways Improvements – Remainder of PHASE I**
- **FDEP MLK Park Improvement Project**
- **Parks & Recreation Building Repairs & Improvements**
- **Marina Campground Improvement Project** – repairs to the Marina boat docks – D, E and F; LED lighting, security; fencing, electrical
- **Entryway Signage** – East Main Street (from Canal Point) and 7<sup>th</sup> Street/South Lake
- **Cemetery Upgrades** – IT, Software, small equipment, building renovations
- **Informational Technology (IT)** – Equipment, internet, hardware

# CITY COMMISSION ACTION



- ARPA Dollars
- FY 2024 \$1,115,000

- Improve Service Delivery and Proactively Support Capital Replacement to Reduce Burden on Capital Budget in future years.
- Marina/Campground Complex Restoration, Upgrades
- Infrastructure Improvements
- Home owner housing assistance programs
- Rehabilitations, renovations, remediation



# FINANCIAL UPDATES

8/7/2023

# CITY COMMISSION ACTION



- ARPA Fund FY 2022-2023

- The Need To Amend the Budget for FY 2023 to Reflect the Following Items:
- Infrastructure Improvements
- Business Recruitment and Retention
- Infill and Housing Rehabilitation and Improvements
- Residential Assistance
- Behavioral/Mental Health Assistance
- Small Business Development



Questions?

**Comments**

RECOMMENDATIONS