



City of Panama City Beach

City Hall
17007 PCB Parkway
PCB, FL 32413
www.pcbfl.gov

CITY COUNCIL
Special Council Meeting / Budget Workshop Agenda
Tuesday, August 23, 2022
9:00 a.m.

- A. CALL TO ORDER
B. INVOCATION BY VICE MAYOR PAUL CASTO
C. PLEDGE OF ALLEGIANCE LED BY VICE MAYOR PAUL CASTO
D. APPROVAL OF MINUTES
1. August 2, 2022 Special Council Meeting / Budget Workshop
E. BUDGET WORKSHOP
1. DISCUSSION / ACTION ITEM, STORMWATER FUND FY 2023 BUDGET, PUBLIC HEARING
2. DISCUSSION / ACTION ITEM, CRA FUND FY 2023 BUDGET, PUBLIC HEARING
3. DISCUSSION / ACTION ITEM, UTILITY FUND FY 2023 BUDGET, PUBLIC HEARING
4. DISCUSSION / ACTION ITEM, STREET DEPARTMENT FY 2023 BUDGET, PUBLIC HEARING
5. DISCUSSION / ACTION ITEM, LIBRARY FY 2023, PUBLIC HEARING
F. ADJOURN

* AT EACH OF ITS REGULAR OR SPECIAL MEETINGS, THE CITY COUNCIL ALSO SITS, EX-OFFICIO, AS THE CITY OF PANAMA CITY BEACH COMMUNITY REDEVELOPMENT AGENCY, JOINTLY AND CONCURRENTLY, AND MAY CONSIDER ITEMS AND TAKE ACTION IN THAT LATTER CAPACITY. ACTION ITEMS NOTED WITH AN ASTERISK.

** AT EACH OF ITS REGULAR OR SPECIAL MEETINGS, THE CITY COUNCIL ALSO SITS, EX-OFFICIO, AS THE LAW ENFORCEMENT TRUST BOARD, JOINTLY AND CONCURRENTLY, AND MAY CONSIDER ITEMS AND TAKE ACTION IN THAT LATTER CAPACITY. ACTION ITEMS NOTED WITH TWO ASTERISKS.

PAUL CASTO X
PHIL CHESTER X
MARY COBURN X
MICHAEL JARMAN X
MARK SHELDON X

I certify that the Council members listed above have been contacted and given the opportunity to include items on this agenda.

Lynne Fasone

City Clerk

08/19/2022
Date

PAUL CASTO X
PHIL CHESTER X
MARY COBURN X
MICHAEL JARMAN X
MARK SHELDON X

I certify that the Council members listed above have been contacted and made aware of the items on this agenda.

Lynne Fasone

City Clerk

08/19/2022
Date

The Special Meeting Agenda Packet is e-mailed to interested parties and posted on the City's website at WWW.PCBFL.GOV. by close of business on the Friday before the meeting. City Council meetings are live streamed on the City's website WWW.PCBFL.GOV. and City Facebook page "PANAMA CITY BEACH-GOVERNMENT". One or more members of other City Boards may appear and speak at this meeting. If a person decides to appeal any decision made by the City Council with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding, and for this purpose, such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based. Sec. 286.0105, FS (2020).



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Lynne Fasone, City Council

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Review and approve City Council's August 2, 2022 special meeting minutes.

4. AGENDA:

APPROVAL OF MINUTES

**5. IS THIS ITEM BUDGETED
(IF APPLICABLE)?:** N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

[08.022022.Council Special Meeting Minutes.Draft.pdf](#)



City of
Panama City Beach

City Hall
17007 PCB Parkway
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MINUTES of the **August 2, 2022** Special Meeting of the City Council of the City of Panama City Beach, Florida, and when permitted or required by the subject matter, the Panama City Beach Community Redevelopment Agency.

Mayor Mark Sheldon called the August 2, 2022 special meeting / budget workshop to order at 9:00 a.m.

ROLL CALL

MAYOR MARK SHELDON

VICE MAYOR PAUL CASTO

COUNCILMAN PHIL CHESTER

COUNCILMEMBER MARY COBURN

COUNCILMAN MICHAEL JARMAN

A quorum was present with all five members of City Council. Others present were City Manager Drew Whitman, Assistant City Manager Holly White, City Attorney Amy Myers, City Clerk Lynne Fasone, Directors, staff, and members of the public and press.

Councilman Michael Jarman led the invocation and Councilmember Mary Coburn led the Pledge of Allegiance.

BUDGET WORKSHOP AND PUBLIC HEARING

1. DISCUSSION / ACTION ITEM, GENERAL FUND FY 2023 BUDGET, PUBLIC HEARING

Mayor Sheldon called for public comment on the general fund FY 2023 budget. Hearing and seeing none, Mayor Sheldon closed the public hearing. Mayor Sheldon invited Manager Whitman to comment. Manager Whitman thanked the entire finance staff, especially Budget Analyst Ms. Joey St. Germain, for preparing the budget. Manager Whitman reported that Assistant City Manager White would cover the high-level review and Ms. St. Germain was available to answer any questions.

Assistant Manager White thanked Ms. St. Germain and Finance Director Debra Gibson for their assistance with preparing this years' budget, along with every department head.

Assistant Manager White reported the proposed general fund budget was balanced, prudent and responsive to City Council's Strategic Plan and the community's needs. Ms. White added that the proposed FY 2023 General Fund expenditures budget was \$72,622,140, the largest that she can remember, which represented a \$29,230,191 or 67% increase over the FY 2022 amended budget of \$43,391,949. Ms. White reported that the budget was extremely heavy on the capital outlay side.

Ms. White reviewed the proposed 4% cost of living adjustment on page 5. Ms. White briefly discussed the 15 new positions being proposed. Ms. White reviewed, from highest to lowest, the capital projects on page 6 of the budget packet.

Assistant Manager White reviewed **general fund income/revenue and business tax receipts** beginning on pages 6 through 11 of the packet. Mayor Sheldon called for comments/questions from Council on the revenue portion. Hearing and seeing none.

Assistant City Manager White reviewed proposed budgets for each of the **General Fund departments**:

1. **Legislative** on page 12 of the budget packet.
2. **Administrative** beginning on page 14 of the budget packet. Ms. White explained that the items highlighted in yellow were items that had come up since the 5-year plan was developed. Ms. White explained that Council would see funding for the replacement of piece of equipment, Chiller, throughout the budget for several city buildings.
3. **Legal** worksheets beginning on page 15 of the budget packet.
4. **Comp. Planning** budget worksheets beginning on page 17 of the packet. Ms. White discussed personnel changes and briefly explained that all three retirement accounts were in really good shape.
5. **Law Enforcement** worksheets beginning on page 19. Ms. White discussed a "Cops Grant" that, if awarded, would fund the salaries of the six new Officers being proposed. Ms. White added that the Department would hold off on hiring the six Officers until it finds out if the grant is awarded. Assistant Manager White further discussed hiring an additional Communications Officer and an IT Specialist for the PD. Further review of the Police Department budget took place.
6. **Fire Department/Fire Recue/Beach Safety/Lifeguard** budget worksheets beginning on page 22 of the budget packet.
7. **Building Department** review beginning on page 27 of the packet. Ms. White reported that there were no real changes with this department's budget.
8. **Street Department** budget worksheets beginning on page 29 of the packet. Assistant Manager White discussed adding a fleet service mechanic, briefly discussed the Safe Room grant, and the purchase of machinery.
9. **Library** budget worksheets beginning on page 31 of the budget packet. Ms. White reported that the current request/contribution was \$222,000. Ms. White asked for direction from Council on how to handle this request.
10. **Recreation** budget worksheets beginning on page 33 of the packet. Ms. White briefly discussed adding a full-time maintenance worker to this department. Ms. White asked Council for direction on prioritizing capital projects for the Parks department. Ms. White briefly discussed resurfacing projects at the Parks and purchasing a sweeper for the department. Ms. White reported that, with respect to **public art**, it would be appropriate in the future to create a division of this department to track expenditures and possible grants received.
11. **General Fund 5-Year Financial Forecast** worksheets beginning on page 35 of the budget packet were reviewed.

Mayor Sheldon recommended that Council now review the budget department by department. Mayor Sheldon called for comments/questions from Council on the revenue portion. Business Tax receipts were generally discussed. Hearing and seeing no further comments.

Mayor Sheldon called for comments/questions from Council on the **Legislative Department** budget. Hearing and seeing none.

Mayor Sheldon called for comments/questions from Council on the **Administrative Department** budget. Discussion regarding funding the Risk Management Director position being pushed out to 2025 took place. Mayor Sheldon and Councilman Jarman both recommended that the position be funded this year. Discussion took place regarding the conversion of the part-time receptionist moving to a full-time position and that employee assisting with scanning duties, etc.

Vice Mayor Casto inquired about the vehicle expense in account 15-20 and suggested that it may need to be reviewed/adjusted since it had been some time. Discussion took place regarding using a city vehicle versus the City paying a car allowance.

Councilman Chester inquired if there was a warranty left over on the Chiller. Manager Whitman discussed the warranty and reported that the City would go out to bid and disqualify the current company. Mayor Sheldon asked to see a price to construct a second story on this building; functional office space with an elevator, etc. Mayor Sheldon inquired if there was a grant to help with the funding. Mayor Sheldon called for further questions on the Administrative Department budget. Hearing and seeing none.

Mayor Sheldon reviewed Council's direction: 1) the funding of the Risk Manager position would be moved up from 2025 to 2024; and 2) Staff to take a look at what other counties and cities do with respect to car allowance, possibly tie it to the COLA, and bring research back to Council. Councilmembers concurred.

Mayor Sheldon called for comments/questions from Council on the **Legal Department** budget. Hearing and seeing none. **Councilmembers did not recommend any amendments.**

Mayor Sheldon called for comments/questions from Council on the **Planning Department** budget. Hearing and seeing none. Mayor Sheldon complemented Director Leonard on his department's budget. **Councilmembers did not recommend any amendments.**

Mayor Sheldon called for comments/questions from Council on the **Law Enforcement** budget. Mayor Sheldon invited Chief Talamantez to the podium.

Manager Whitman reported that the City did apply for a "Cops Grant" to cover the costs of adding six Officers. Manager Whitman added that those positions would not be filled until January / February, 2023 provided the City is awarded the grant.

Mayor Sheldon reported that he was not a fan of having separation of the Police Department and Administration with respect to IT Department personnel; and hiring an IT Specialist just for the Police Department. Manager Whitman discussed the City working on its CJIS compliance and the IT assessment recommending that eventually all IT personnel would be under one roof. Further discussion about having one IT Department and restructuring that department took place.

Further discussion regarding Police Department personnel and the "Cops Grant" took place. Chief Talamantez discussed call volume being up and added that he wouldn't complain if Council chose to fund an additional six officers now. Mayor Sheldon asked Chief to talk about the Communications Officers/Department. Chief Talamantez explained that the Comms Department was the largest user of overtime. Discussion regarding adding a Communications Officer and decreasing the overtime expense in the budget took place. Ms. White noted that she would make that correction; show that reduction in overtime hours. Manager Whitman recommended funding all six officers, with the "Cops Grant" award, and funding one additional Communications Officer. Discussion regarding mutual aid and Officers filling in in the Communications Room took place.

Mayor Sheldon noted he was in favor of adding a Communications Officer. Chief Talamantez asked Council to consider additional growth in the Communications Room as PCB operates with only 12 Dispatchers and Panama City, for example, operates its room with 25 employees.

Mayor Sheldon recommended moving up the funding of the Crimes Analyst position to 2023. Chief Talamantez concurred and he and Mayor Sheldon discussed the benefits of that position. Councilmembers concurred. Discussion regarding funding weapons, equipment and using some impact fees to pay for certain expenses took place. Councilmembers recommended funding the Flock purchase and all of the

capital items. Councilmembers agreed that they were fine with hiring six officers, provided the grant comes in.

Vice Mayor Casto inquired as to Chief Talamantez' personnel funding preference. Chief Talamantez reported the best bang for the buck would be funding all Canine Officers. Discussion regarding adding a transport van to the budget versus borrowing a transport van took place. Discussion took place regarding the impound yard improvements being funded in the FY22 budget and the funding being rolled over to FY23.

Vice Mayor Casto and Chief Talamantez discussed roadblocks during spring breaks, Flocks, and leveraging technology. Further discussion regarding IT Department staffing, responsibilities, cross training, and structure took place.

Mayor Sheldon reviewed Council's recommendations: 1) fund six officers and fund the IT Specialist, provided that the "Cops Grant" is awarded; 2) if the grant is not received the IT Specialist should be removed; 3) fund the Crimes Analyst and Communications Officer; and 4) fund four Officers if the "Cops Grant" is not awarded. Councilmembers concurred.

Mayor Sheldon called for a brief recess at 10:29 a.m.

Mayor Sheldon reconvened the meeting at 10:39 a.m.

Mayor Sheldon called for comments/questions from Council on the **Fire Department/Fire Recue** budget. Mayor Sheldon invited Chief Morgan to the podium.

Chief Morgan recommended hiring a Fire Inspector based on potential growth. Further discussion regarding Fire Department staffing took place.

Discussion regarding adding a ladder truck, that reaches higher than the current ladder truck, sprinklers and modern-day building standards took place. Chief Morgan discussed the department's ISO ratings and reported that the City maintained its 2 rating, however, the department did not receive much credit in the scoring for ladder because the City only has one ladder and has a number of high rises.

Discussion regarding mutual aid took place. Chief Morgan reported that the mutual aid the City receives is a definite value. Councilmembers requested mutual aid stats from Chief Morgan. Discussion regarding growth outside the city limits and the number of firefighters responding to each call took place. Manager Whitman reported that Chief Ray had done a great job with a Department that he inherited and was planning for the future. Discussion regarding staffing three shifts and staff for a new fire station took place. Discussion regarding 60% of the runs being medical calls. Councilmember Coburn inquired if Chief had a feel for residential versus automobile calls. Chief Morgan stated he would have staff look at that.

Mayor Sheldon called for further comments and/or questions on the Fire/Fire Rescue/Beach Safety budgets. Hearing and seeing none, **Councilmembers had no amendments.**

Mayor Sheldon called for comments/questions from Council on the **Building Department** budget. Mayor Sheldon recommended having deliberate conversations about no smoking on the beach and in City Parks, since the legislation passed. Mayor Sheldon reported another Code Enforcement Officer was added to the budget to help with enforcement. Mayor Sheldon recommended that Council have the conversation at its next council meeting. Councilman Jarman recommended that Council also have a conversation about Chapter 7 Beach Services at its next meeting. Discussion regarding the duties of a new Code Enforcement Officer took place. Vice Mayor Casto offered his support for not smoking on the beach and inquired as to how it would be enforced. Mrs. Myers reported that in terms of drafting the regulations, it would be

drafted similar to other Sandy Gulf Beach regulations. Mrs. Myers reported that she would provide a recommendation on enforcement at a later date. Manager Whitman noted he would add it to the next council agenda.

Councilmember Coburn inquired if all of the current Code Enforcement Officers had a truck and/or an ATV at their disposal. Director Leonard explained that it was not one for one, that ATVs were used for Sandy Beach activities. Director Leonard added that it was less expensive and more efficient to operate ATVs and the new Code Enforcement Officer would operate an ATV based on duties assigned. Discussion regarding needing a body camera for the new position took place.

Mayor Sheldon called for further comments/questions on the Building Department budget. Hearing and seeing none, **Councilmembers had no amendments.**

Mayor Sheldon called for comments/questions from Council on the **Street Department** budget. Ms. White reported that she would answer any questions as Kelly and Kathy both had prior planned vacations. Ms. White reported there were not a tremendous number of changes; the changes were a function of increases all over the City. Assistant Manager White reported that the resurfacing previously discussed today would be let out as soon as possible, in the Fall. Mayor Sheldon expressed his disappointment that no resurfacing took place this year. Mayor Sheldon recommended setting the 2023 budget meeting date as soon as possible. Mayor Sheldon called for further comments from Council. Hearing and seeing none, Ms. White recommended revisiting the Street Department budget at the second workshop. Councilmembers concurred. **No changes were recommended to the Street Department budget at this time.**

Mayor Sheldon called for comments/questions from Council on the **Library** budget. Mayor Sheldon asked for statistics on the Library: 1) how many residents of PCB visit the Library each day, each week and each month. Mayor Sheldon explained how Library funding worked in conjunction with the County.

Manager Whitman reported that asked the County Manager for numbers and would bring those stats back to Council. Discussion regarding the City paying for the staffing, cleaning, and the building took place. Manager Whitman reported the Library was part of the Northwest Library System. Mayor Sheldon concurred and added that he would like to see who was visiting the Library.

Councilmember Coburn inquired if the City did not have a library, would Council consider having a book mobile. Councilmember Coburn commented that the Library was a nice amenity, however, she was unsure if the City should fund it entirely. Councilmembers concurred. Discussion regarding Lynn Haven having a small library and Panama City not having a library. Discussion regarding the contracted fee being \$528,000.00

Mayor Sheldon called for further comments/questions on the Library budget. **Councilmembers decided to leave it in the budget and look at the numbers at the next workshop.**

Mayor Sheldon called for comments/questions from Council on the **Recreation** budget. Mayor Sheldon reported that Council was working towards a Master Plan. Mayor Sheldon thanked Cheryl for doing a great job and reported that Council understood that this was not her wish list. Mayor Sheldon recommended looking at the Master Plan before agreeing to some of the capital numbers, such as the restrooms and roof repairs.

Interim Director Joyner reported that she could come down on the seasonal worker numbers, however, she would like to fund a full-time Maintenance Worker. Assistant Manager White reported, based upon

Cheryl's comments, Finance could peel some of the part-time wages off to pay for the Maintenance Worker. Councilmembers concurred.

Discussion regarding the Parks Master Plan possibly being prepared within the next couple of weeks. Councilman Chester recommended that the electronic reader board be moved up before 2025. Mayor Sheldon concurred. Manager Whitman recommended that he bring that back after the 6-laning of Back Beach Road had started. Vice Mayor Casto reported that the TDC may be able to help fund some items such as the lights, etc. Discussion regarding using some impact fees to pay for certain items took place. Discussion took place regarding the saferoom budget and plans, restrooms, and resurfacing Gayle's Trails. Discussion regarding reviewing the Master Plan before deciding on funding capital items took place. Discussion regarding the purpose of the new Park Shop and existing pole barns took place. Discussion took place on how the Multihog Sweeper would be used, rotating/replacing old equipment, leasing versus purchasing equipment and auctioning off City property.

Mayor Sheldon asked Interim Director Joyner to talk about the lighting at the North Complex. Interim Director Joyner reported that she felt that the festival site needed new lighting first, however, both areas were in need of new lighting. Interim Director Joyner talked about using lifts to change the old bulbs versus the new LED bulbs. Mayor Sheldon inquired if the City could get some help from Florida Power & Light with funding new lighting. Assistant Manager White noted staff would research that.

Mayor Sheldon called for further comments/questions on the Recreation budget. Hearing and seeing none. **Councilmembers noted they were good with the budget other than wanting to review the Parks Master Plan.**

Mayor Sheldon called for further comments/questions on the **General Fund 5-Year Financial Forecast**. Assistant Director White reported Joey could run some new models, as Council would like to see. Ms. White added that it was a great tool and the real time data could eventually be posted on the City's website. Mayor Sheldon called for further comments from Council. Hearing and seeing none.

Mayor Sheldon called for final comments on the **General Fund** budget. Mayor Sheldon recommended revisiting the Gulf Coast Guarantee Scholarship Fund. Mayor Sheldon asked Council to consider earmarking scholarship funds only for PCB residents. Vice Mayor Casto noted his support. Councilman Jarman offered his support. Discussion took place regarding whether it would be a one-time budget item at \$200,000 or \$50,000 over 4 years. Councilman Chester stated he was not against this; however, he would like more information on the number of scholarships, the criteria, etc.

Councilmembers asked Staff to find out more information and work the \$200,000 into the budget.

2. DISCUSSION / ACTION ITEM, PIER FUND FY 2023 BUDGET, PUBLIC HEARING

Mayor Sheldon called for public comment on the proposed Pier Fund budget. Hearing and seeing none, Mayor Sheldon closed the public hearing.

Assistant City Manager White began review of the Pier Fund budget on page 39 of the budget packet. Ms. White reported that the budget was status quo, expenditures budgeted were \$1,086,650, a 0% increase over the FY 2022 amended budget of \$1,086,030.

Mayor Sheldon called for comments from Council. Discussion regarding proposed improvements such as handrails, lighting, and a storage facility located at the Pier for Pier workers/Beach Services took place. Discussion took place regarding locating a new trash area for the restaurants to use at the Pier.

Discussion regarding walk-on/spectator Pier fees and whether to increase the fees took place. Discussion regarding the County fees being less than the City fees, sharing Pier Pass fees with the County, the City issuing the passes, Senior, Military and Disabled discounts took place. Interim Director Joyner reported that there was not a local discount. Councilmember Coburn reported that she did not want to penalize residents, however, she was fine with generating more revenue by raising certain fees. Councilman Jarman concurred and recommended a resident discount membership, similar to the Senior discount.

Mayor Sheldon reviewed that Councilmembers were in support of: 1) increasing the walk-on/spectator fee by \$1.00, not the fishing fee; 2) providing a 50% membership discount pass to residents; and 3) Manager Whitman to talk with the County about having consistent fee schedules and report back to Council.

3. DISCUSSION / ACTION ITEM, AQUATIC CENTER FUND FY 2023 BUDGET, PUBLIC HEARING

Mayor Sheldon called for public comment on the proposed Aquatic Center budget. Hearing and seeing none, Mayor Sheldon closed the public hearing.

Interim Manager White began review of the Aquatic Center budget on page 48 of the packet. Ms. White reported the proposed FY 2023 Aquatic Center Fund expenditures budget was \$1,448,270, a \$60,080 or 4% increase over the FY 2022 amended budget of \$1,388,190. Ms. White reported that the increase accounted for adding diving boards, a 4% COLA, and reallocation of people.

Mayor Sheldon called for comments from Council. Vice Mayo Casto inquired if the HVAC for locker rooms could be kicked. Interim Director Joyner discussed the humidity problem and spending money on repairs each year. Assistant Director White suggested that it could possibly be bid out. Interim Director Joyner reported that the diving boards had been replaced, but not the bases/frame. Vice Mayor Casto concurred.

Mayor Sheldon commented that the pool was a great amenity, however, the challenge was the lack of residents using the pool versus the budget. Discussion regarding providing swimming lessons for the residents and the City's first responders training at the pool took place. Further discussion regarding the pricing structure, swim teams using the pool and needing to market the pool better took place. Interim Director Joyner discussed the disadvantage of combining Facebook pages with the City. Interim Director Joyner recommended looking at discount passes and/or Groupon passes.

Councilmembers asked to review fee schedules for the Pier, Pool and Recreation at a future meeting, not the August 9th special meeting.

Mayor Sheldon invited final comments from Council. Hearing and seeing none, Mayor Sheldon recommended setting a date for the next budget workshop. Councilmembers decided to schedule the second workshop on **Tuesday, August 23rd beginning at 9:00 a.m.** Councilmembers also decided to schedule the **2023 budget workshop on Tuesday, August 1, 2023 beginning at 9:00 a.m.**

With nothing further, Mayor Sheldon adjourned the special meeting by unanimous consent at 12:35 p.m.

READ AND APPROVED this _____ day of August, 2022.

ATTEST:

Mark Sheldon, Mayor
City of Panama City Beach, Florida

Lynne Fasone, MMC, City Clerk

* ACTION ITEMS NOTED WITH AN ASTERISK ARE TAKEN BOTH BY THE CITY COUNCIL AND THE PANAMA CITY BEACH REDEVELOPMENT AGENCY JOINTLY AND CONCURRENTLY. IN THE EVENT OF A CONFLICT BETWEEN THE FOREGOING MINUTES AND A VERBATIM TRANSCRIPT OF THESE MINUTES, THE FOREGOING MINUTES SHALL CONTROL.



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Joey St. Germain, Finance

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Budget discussion and hold a public hearing on the Stormwater Fund FY 2023 Budget.

4. AGENDA:

BUDGET WORKSHOP AND PUBLIC HEARING

5. IS THIS ITEM BUDGETED (IF APPLICABLE)?: N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

Financial Health

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

No monies of the City shall be disbursed except in pursuance of appropriations made by the City Council. The preliminary proposed budget for the ensuing fiscal year for the City's Stormwater Fund is presented to the Council for review, discussion, and modification as directed. Revenues for the upcoming year are estimated and a summary of the five-year plan is presented as well to provide an overview of the mid-term implications of current budgetary decisions.

[FY 2023 Budget Workshop - SW.pdf](#)



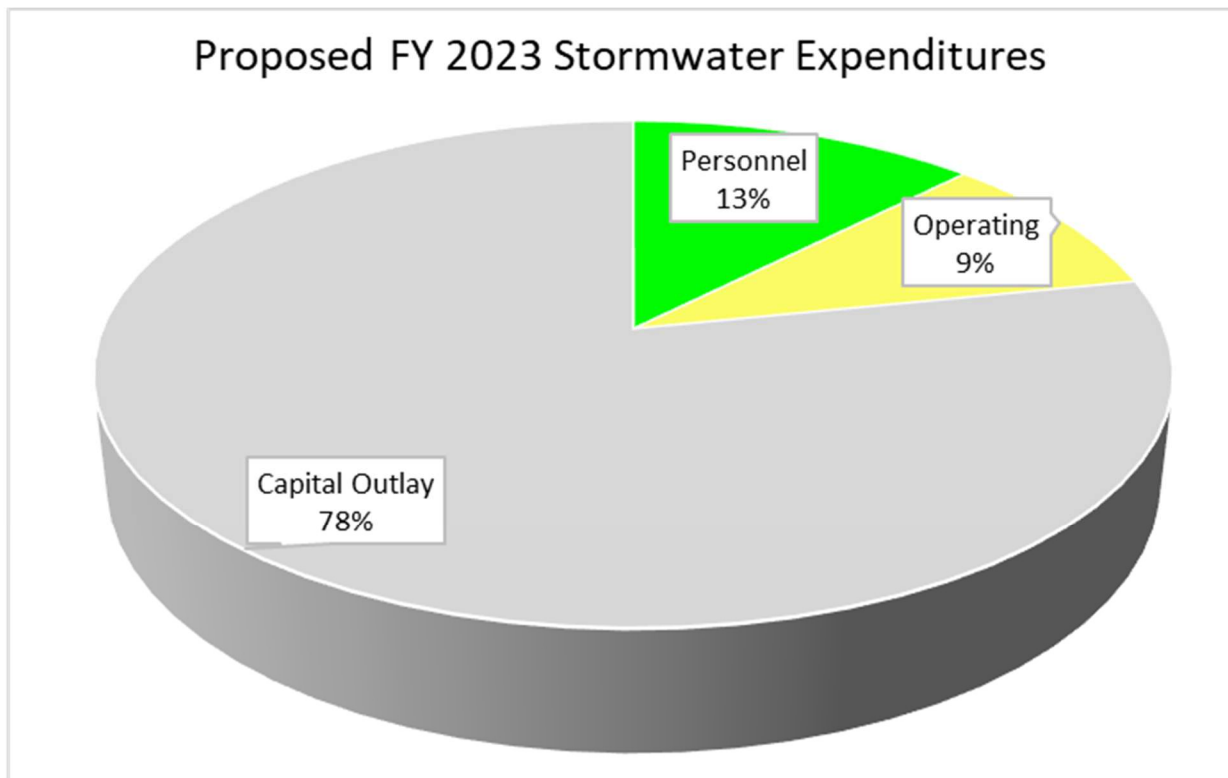
City of Panama City Beach

August 23, 2022

TO: Mayor and City Council
FROM: Drew Whitman, City Manager and Holly White, Assistant City Manager
RE: Stormwater Fund Amended FY 2022 Proposed FY 2023 Budget

We are pleased to submit for City Council consideration and adoption, a proposed Fiscal Year 2022-2023 (FY 2023) budget that is balanced, prudent and responsive to the City Council's Strategic Plan and the community's needs.

The proposed FY 2023 Stormwater Fund expenditures budget is \$8,029,360 which represents a \$4,266,540 or 113% increase over the FY 2022 amended budget of \$3,762,820. This increase is driven by the timing of several capital projects. Proposed FY 2023 Stormwater Fund expenditures by category are as follows:

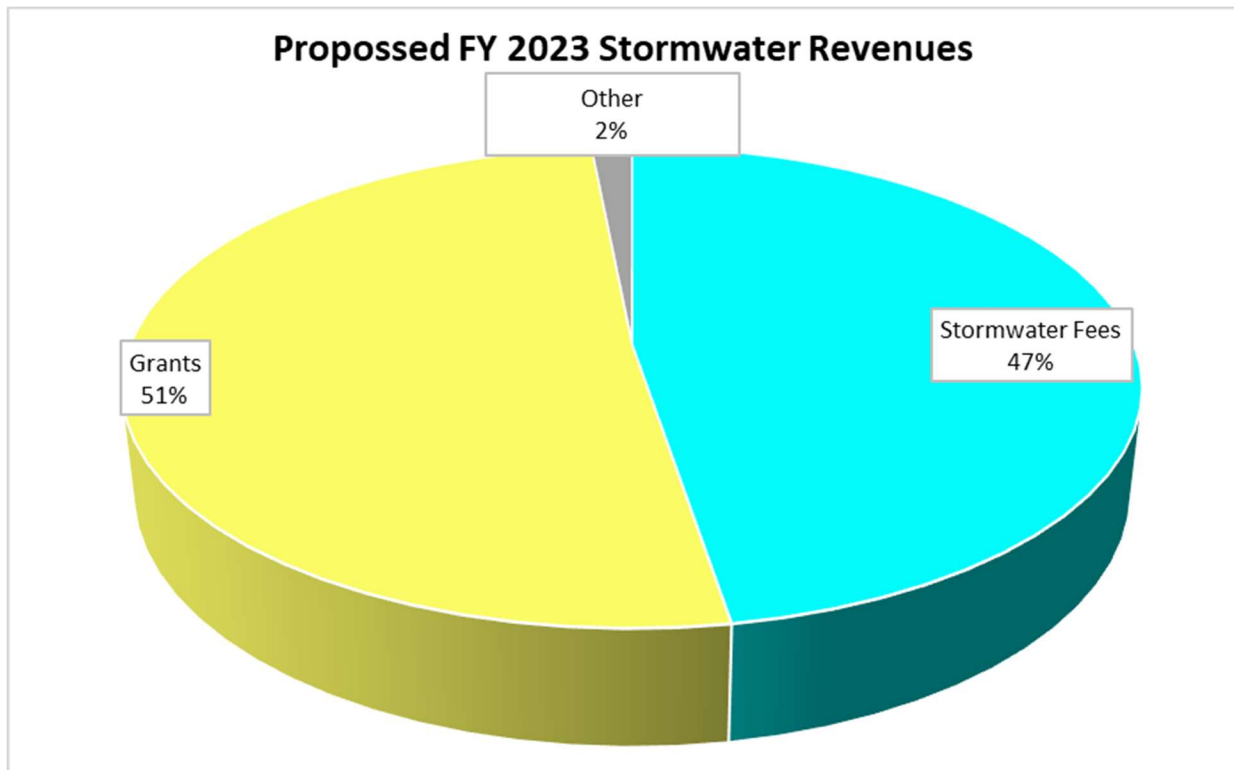


Key features of the proposed FY 2023 Stormwater Fund expenditures budget include:

- 4% cost of living adjustment
- The following proposed new position:
 - Stormwater Maintenance Worker (1)
 - Fleet Service Mechanic (20%)

- Capital outlays:
 - Offshore Outfall (Calypso & Lullwater) (Grant) \$ 4,000,000
 - Gardenia Street Drainage Pipe Improvements \$ 504,000
 - Randy Road Drainage Improvements \$ 482,000
 - Colony Club (Eagle Dr.) Drainage Improvements \$ 399,000
 - Vestavia and San Souci Improvements (Grant) \$ 323,000
 - Public Works Safe Room (Grant) \$ 315,000
 - Palmetto Trace Intersection Improvements \$ 50,000

The proposed FY 2023 Stormwater Fund revenues and transfers in budget is \$6,508,847 which represents a 117% increase over the FY 2022 amended budget of \$2,995,838. Proposed FY 2023 Stormwater Fund revenues and transfers in by source are as follows:



RESOLUTION NO. 22-196
A RESOLUTION AMENDING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2021-2022
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2021, and ending 30 September, 2022

STORMWATER FUND

CASH BALANCES BROUGHT FORWARD	\$2,613,418
REVENUES AND INTERFUND TRANSFERS IN	\$2,995,838
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$5,609,256</u>
EXPENDITURES	\$3,762,820
INTERFUND TRANSFER TO GENERAL FUND	\$77,000
RESERVES RESTRICTED FUNDS	\$1,769,436
<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$5,609,256</u>

RESOLUTION NO. 22-197
A RESOLUTION ESTABLISHING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2022-2023
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2022, and ending 30 September, 2023

STORMWATER FUND

CASH BALANCES BROUGHT FORWARD	\$1,769,436
REVENUES AND INTERFUND TRANSFERS IN	\$6,508,847
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$8,278,283</u>
EXPENDITURES	\$8,029,360
INTERFUND TRANSFER TO GENERAL FUND	\$150,000
RESERVES RESTRICTED FUNDS	\$98,923
<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$8,278,283</u>

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET
STORMWATER FUND INCOME AND NON-REVENUE

		<u>ORIGINAL</u>	<u>AMENDED</u>	<u>PROPOSED</u>
		<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
180-0000	<u>ACCOUNT DESCRIPTION</u>	<u>2021-2022</u>	<u>2021-2022</u>	<u>2022-2023</u>
329.60-00	Driveway Connections	\$4,100	\$6,000	\$6,200
331.30-02	Federal Grants PW Safe Room HMGP	\$0	\$0	\$201,000
331.39-20	Federal Grants Outfall	\$1,983,000	\$0	\$2,750,000
331.39-30	Federal Grants Vestavia & San Souci	\$262,500	\$0	\$374,000
343.90-00	Stormwater Fees	\$2,653,000	\$2,900,000	\$3,085,000
361.10-00	Unrestricted Interest	\$2,000	\$7,000	\$7,000
364.10-00	Proceeds from Asset Dispositions	\$2,000	\$0	\$0
369.04-00	Engineering Review Fees SW	\$12,000	\$11,000	\$12,000
369.90-10	Miscellaneous-Other	\$0	\$0	\$0
381.00-00	Interfund Transfers	\$200,000	\$71,838	\$73,647
389.90-70	Cash Carry Forward Restricted	\$829,754	\$2,613,418	\$1,769,436
<u>TOTAL INCOME AND NON-REVENUE</u>		<u>\$5,948,354</u>	<u>\$5,609,256</u>	<u>\$8,278,283</u>
			-5.7%	47.6%
				39.2%

Stormwater Department

New Positions

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Stormwater Maintenance Worker	1	1	-	1	1
Fleet Service Mechanic ⁽¹⁾	0.2	-	-	-	-

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

Machinery and Equipment

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Dump Truck 6 Yard	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Truck Replacement	100,000	-	-	50,000	50,000
544 Loader	-	150,000	-	-	-
Dump Truck 14 or 16 Yard	-	150,000	-	-	-
450 or 550 Dozer	-	-	160,000	-	-
Mini 50 Small Track Hoe	-	-	85,000	-	-
Replace F450	-	-	70,000	-	-
Large Vac Truck ⁽²⁾	-	-	-	150,000	-
Misc Equipment	-	-	-	-	100,000
PSB Chiller (5% allocation)	6,000	-	-	-	-
Total	\$ 206,000	\$ 300,000	\$ 315,000	\$ 200,000	\$ 150,000

(2) shared by Stormwater (50%), CRA (50%)

Capital

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Offshore Outfall (Calypso & Lullwater) ⁽³⁾	\$ 3,900,000	\$ 21,000,000	\$ 6,928,533	\$ -	\$ -
Land - Offshore Outfall	100,000	-	-	-	-
Gardenia Drainage Pipe Improvements (Agave)	504,000	-	-	-	-
Randy Road Drainage Improvements	482,000	-	-	-	-
Colony Club Drainage Improvements (Eagle GC)	399,000	-	-	-	-
Vestavia & San Souci Improvements ⁽⁴⁾	323,000	-	-	-	-
PW Safe Room HMGP ⁽⁵⁾	315,000	-	-	-	-
Palmetto Trace Intersection Improvements	50,000	500,000	-	-	-
BP 1 - Storm Chimney Improvements	-	40,000	400,000	-	-
Channel Upgrades and Future Maintenance	-	-	-	430,000	700,000
Land - Channel Upgrades	-	-	-	50,000	-
Alf Coleman Drainage Basin Channel Improvements	-	-	-	200,000	1,500,000
Land - Alf Coleman	-	-	-	100,000	-
Total	\$ 6,073,000	\$ 21,540,000	\$ 7,328,533	\$ 780,000	\$ 2,200,000

(3) partially funded by \$22m CDBG grant

(4) partially funded by \$400k HMGP grant

(5) \$1m project shared by Street (68%), Stormwater (32%) partially funded by \$600k HMGP grant

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT : STORMWATER**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
180-3800-538			
<u>PERSONNEL SERVICES</u>			
.12-10 Salaries Regular	\$561,000	\$608,070	\$719,000
.13-10 Salaries No Pension	\$0	\$0	\$0
.14-10 Salaries Overtime	\$7,000	\$7,000	\$9,000
.15-10 Salaries Special	\$10,000	\$10,000	\$11,000
.15-20 Vehicle Expense	\$2,700	\$2,700	\$2,700
.15-30 Incentive Pay	\$1,560	\$1,560	\$1,560
.15-60 Hiring Incentive / Referral	\$700	\$1,610	\$2,100
.21-10 Matching FICA	\$44,600	\$48,270	\$56,900
.22-10 Retirement	\$69,000	\$78,780	\$91,000
.23-10 Health Insurance	\$79,000	\$81,600	\$93,000
.23-20 Dental Insurance	\$4,000	\$4,200	\$4,000
.23-30 Life Insurance	\$4,400	\$4,600	\$5,400
<u>TOTAL PERSONNEL SERVICES</u>	<u>\$783,960</u>	<u>\$848,390</u>	<u>\$995,660</u>
		8.2%	17.4%
<u>OPERATING EXPENSES</u>			
.31-10 Professional Legal	\$15,000	\$15,000	\$15,500
.31-20 Professional Medical	\$400	\$400	\$500
.31-30 Professional Engineering/Architect	\$130,000	\$130,000	\$130,000
.31-50 Professional Surveying/Plat Review	\$12,700	\$12,700	\$13,100
.31-60 Professional Other	\$193,300	\$198,300	\$37,000
.32-10 Accounting and Auditing	\$2,400	\$3,000	\$2,400
.34-10 Other Contractual Services	\$80,200	\$80,200	\$83,500
.40-10 Travel and Per Diem	\$10,000	\$10,000	\$10,300
.41-10 Communication	\$18,300	\$34,700	\$14,300
.42-10 Postage and Freight	\$11,000	\$11,000	\$11,400
.43-10 Utilities Electricity	\$4,100	\$4,100	\$4,300
.43-20 Utilities Waste Disposal	\$3,300	\$3,300	\$3,400
.44-10 Rentals and Leases	\$3,900	\$3,900	\$4,300
.45-10 Insurance Liability, Property, Auto	\$37,000	\$37,000	\$40,000
.46-50 Repairs and Mte Other	\$120,000	\$120,000	\$120,000
.46-60 Repairs and Mte Beach Outfalls	\$100,000	\$100,000	\$100,000
.47-10 Printing and Binding	\$10,000	\$10,000	\$10,300
.49-10 Other Current Charges	\$2,800	\$2,800	\$2,900
.51-10 Office Supplies	\$1,500	\$1,500	\$1,600
.52-10 Operating Supplies	\$50,500	\$51,100	\$56,000
.52-20 Fuel, Oil and Lubricants	\$17,600	\$17,600	\$37,200
.52-45 Stormwater Supplies	\$40,000	\$40,000	\$41,200
.54-10 Books, Pubs and Memberships	\$2,000	\$2,000	\$2,000
.55-10 Training and Education	\$10,000	\$10,000	\$10,000
.56-30 Permits and Fees	\$3,500	\$3,500	\$3,500
<u>TOTAL OPERATING EXPENSES</u>	<u>\$879,500</u>	<u>\$902,100</u>	<u>\$754,700</u>
		2.6%	-16.3%

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT : STORMWATER**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
180-3800-538			
<u>CAPITAL OUTLAY</u>			
.60-10 Capital Outlay < \$5,000	\$11,000	\$11,900	\$0
.61-10 Land	\$200,000	\$100,000	\$100,000
.64-20 Machinery and Equipment	\$219,000	\$269,000	\$206,000
.65-01 Gardenia Street Drainage Imps (Agave)	\$0	\$115,000	\$504,000
.65-02 Randy Road Drainage Improvements	\$0	\$0	\$482,000
.65-04 Vestavia & San Souci St. Drainage Imps	\$300,000	\$150,000	\$323,000
.65-08 Palmetto Trace Intersection Imp	\$50,000	\$0	\$50,000
.65-13 30' Drainage Easement Eagle Dr	\$509,000	\$147,000	\$399,000
.65-28 CIP Glades Drainage Basin (Culvert)	\$0	\$296,000	\$0
.65-75 PW Safe Room HMGP	\$0	\$1,000	\$315,000
.65-81 Stormwater Outfalls	\$2,800,000	\$900,000	\$3,900,000
.65-90 CIP Other	\$0	\$0	\$0
<u>TOTAL CAPITAL OUTLAY</u>	<u>\$4,089,000</u>	<u>\$1,989,900</u>	<u>\$6,279,000</u>
		-51.3%	215.5%
<u>CONTRIBUTIONS</u>			
.81-40 Bay County 800 MHz	\$0	\$22,430	\$0
<u>TOTAL CONTRIBUTIONS</u>	<u>\$0</u>	<u>\$22,430</u>	<u>\$0</u>
<u>TOTAL BUDGET</u>	<u>\$5,752,460</u>	<u>\$3,762,820</u>	<u>\$8,029,360</u>
		-34.6%	113.4%
			39.6%

**City of Panama City Beach
Stormwater Fund 5-Year Financial Forecast**

	Budget FY 2022	Budget FY 2023	Forecast FY 2024	Forecast FY 2025	Forecast FY 2026	Forecast FY 2027
Available Resources, Beginning of Year	\$ 2,613,418	\$ 1,769,436	\$ 98,923	\$ (7,020,937)	\$ (7,054,797)	\$ (6,478,057)
Revenues:						
Stormwater Fees	\$ 2,900,000	\$ 3,085,000	\$ 3,270,000	\$ 3,466,000	\$ 3,674,000	\$ 3,894,400
Grants	-	3,325,000	13,315,000	6,103,000	-	-
Other Fees and Miscellaneous	24,000	25,200	26,400	27,600	28,500	29,400
Total Revenues	\$ 2,924,000	\$ 6,435,200	\$ 16,611,400	\$ 9,596,600	\$ 3,702,500	\$ 3,923,800
Expenditures:						
Personnel	\$ 848,390	\$ 995,660	\$ 1,096,460	\$ 1,160,060	\$ 1,278,960	\$ 1,420,160
Operating	914,000	754,700	773,800	803,400	841,800	864,100
Capital Outlay - Offshore Outfall	1,000,000	4,000,000	21,000,000	6,929,000	-	-
Capital Outlay - Other	978,000	2,279,000	840,000	715,000	980,000	2,350,000
Contributions	22,430	-	-	-	-	-
Total Expenditures	\$ 3,762,820	\$ 8,029,360	\$ 23,710,260	\$ 9,607,460	\$ 3,100,760	\$ 4,634,260
Other Financing Sources (Uses):						
Interfund Transfers In	\$ 71,838	\$ 73,647	\$ 78,000	\$ 83,000	\$ 88,000	\$ 93,000
Interfund Transfers Out	(77,000)	(150,000)	(99,000)	(106,000)	(113,000)	(117,000)
Total Other Financing Sources (Uses)	\$ (5,162)	\$ (76,353)	\$ (21,000)	\$ (23,000)	\$ (25,000)	\$ (24,000)
Available Resources, End of Year	\$ 1,769,436	\$ 98,923	\$ (7,020,937)	\$ (7,054,797)	\$ (6,478,057)	\$ (7,212,517)



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Joey St. Germain, Finance

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Budget discussion and hold a public hearing on the CRA Fund FY 2023 Budget.

4. AGENDA:

BUDGET WORKSHOP AND PUBLIC HEARING

5. IS THIS ITEM BUDGETED (IF APPLICABLE)?: N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

Financial Health

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

No monies of the City shall be disbursed except in pursuance of appropriations made by the City Council. The preliminary proposed budget for the ensuing fiscal year for the City's CRA Fund is presented to the Council for review, discussion, and modification as directed. Revenues for the upcoming year are estimated and a summary of the five-year plan is presented as well to provide an overview of the mid-term implications of current budgetary decisions.

[FY 2023 Budget Workshop - CRA.pdf](#)



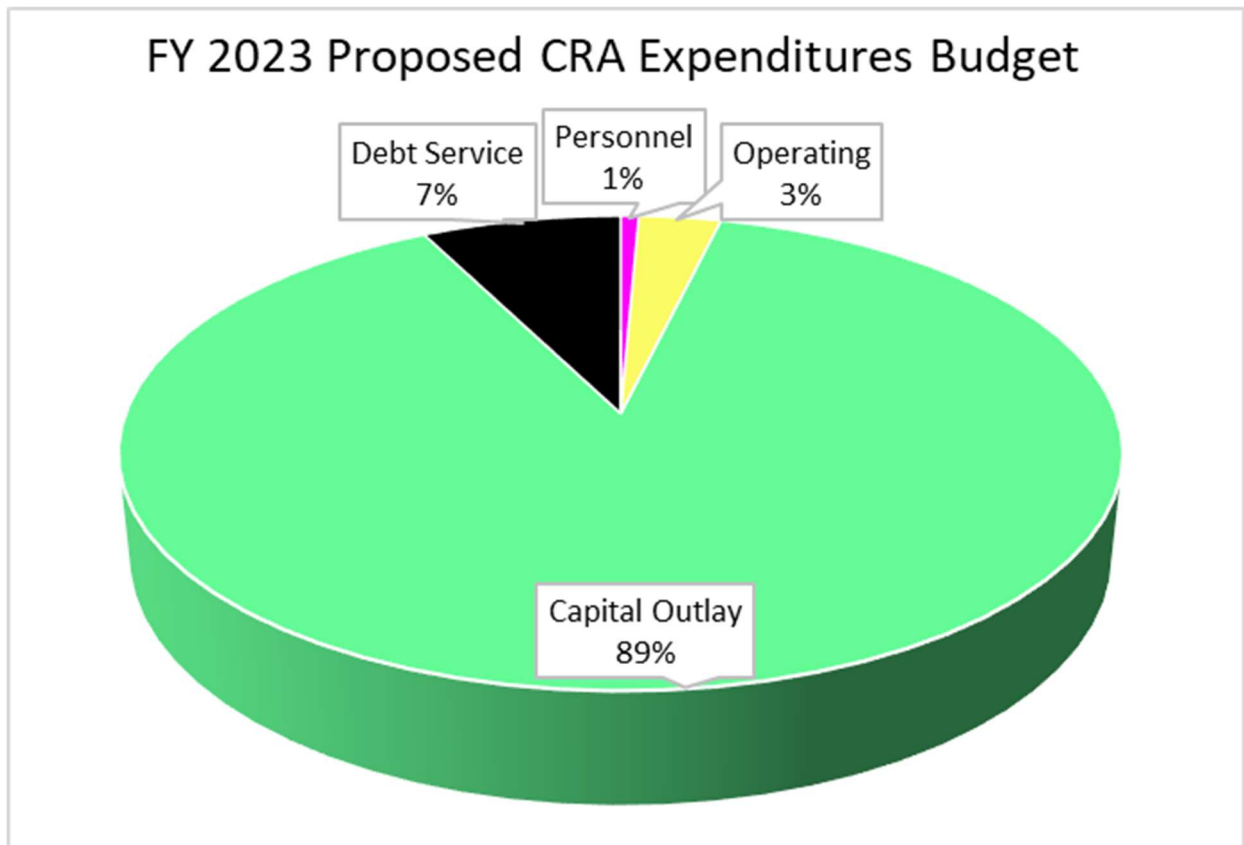
City of Panama City Beach

August 23, 2022

TO: Mayor and City Council
FROM: Drew Whitman, City Manager and Holly White, Assistant City Manager
RE: CRA Fund Amended FY 2022 Proposed FY 2023 Budget

We are pleased to submit for City Council consideration and adoption, a proposed Fiscal Year 2022-2023 (FY 2023) budget that is balanced, prudent and responsive to the City Council's Strategic Plan and the community's needs.

The proposed FY 2023 Community Redevelopment Area (CRA) Fund expenditures budget is \$66,274,060 which represents a \$45,548,090 or 220% increase over the FY 2022 amended budget of \$20,725,970. This increase is driven by the timing of several capital projects. Proposed FY 2023 CRA Fund expenditures by category are as follows:

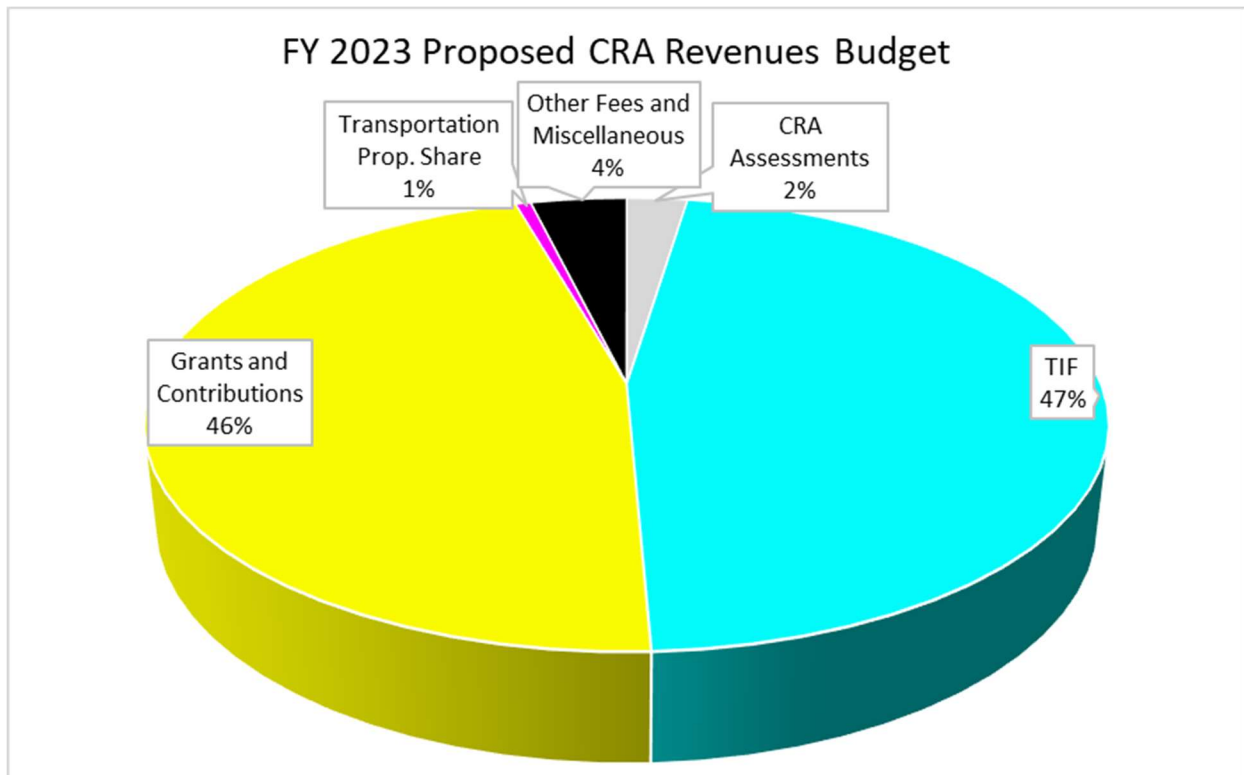


Key features of the proposed FY 2023 CRA Fund expenditures budget include:

- 4% cost of living adjustment
- The following proposed new positions:
 - CRA Maintenance Worker (1)
 - Fleet Service Mechanic (5)
- Capital outlays:

○ Front Beach Road Segment 4.3	\$ 15,527,000
○ Front Beach Road Segment 3	\$ 14,445,000
○ Front Beach Road Segment 4.1	\$ 14,309,500
○ Front Beach Road Segment 4.2	\$ 6,249,500
○ Powell Adams	\$ 4,530,000
○ Alf Coleman Road	\$ 2,308,000
○ FBR and S. Thomas Dr. Lighting Improvements	\$ 1,400,000

The proposed FY 2023 CRA Fund revenues budget is \$33,851,220 which represents a 128% increase over the FY 2022 amended budget of \$14,827,000. Proposed FY 2023 CRA Fund revenues by source are as follows:



RESOLUTION NO. 22-196
A RESOLUTION AMENDING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2021-2022
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2021, and ending 30 September, 2022

FRONT BEACH ROAD CRA SPECIAL REVENUE FUND

CASH BALANCES BROUGHT FORWARD	\$70,040,644
REVENUES	\$14,827,000
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$84,867,644</u>
EXPENDITURES	\$20,725,970
INTERFUND TRANSFER TO GENERAL FUND	\$123,000
RESERVES AVAILABLE FOR EXPENDITURES	\$225,966
RESERVES RESTRICTED FUNDS	\$63,792,708
<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$84,867,644</u>

RESOLUTION NO. 22-197
A RESOLUTION ESTABLISHING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2022-2023
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2022, and ending 30 September, 2023

FRONT BEACH ROAD CRA SPECIAL REVENUE FUND

CASH BALANCES BROUGHT FORWARD	\$64,018,674
REVENUES	\$33,851,220
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$97,869,894</u>
EXPENDITURES	\$66,274,060
INTERFUND TRANSFER TO GENERAL FUND	\$65,500
RESERVES AVAILABLE FOR EXPENDITURES	\$428,366
RESERVES RESTRICTED FUNDS	\$31,101,968
<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$97,869,894</u>

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET
FBR CRA SPECIAL REVENUE FUND INCOME AND NON-REVENUE

		<u>ORIGINAL</u>	<u>AMENDED</u>	<u>PROPOSED</u>
		<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
160-0000	<u>ACCOUNT DESCRIPTION</u>	<u>2021-2022</u>	<u>2021-2022</u>	<u>2022-2023</u>
325.28-00	CRA Assessments	\$811,000	\$816,000	\$820,000
331.32-01	HMGP Utility Mitigation Grant - 4.3	\$0	\$0	\$3,108,000
331.32-02	HMGP Utility Mitigation Grant - 4.1 & 4.2	\$0	\$0	\$4,763,000
331.49-50	HMGP Alf Coleman Drainage Grant	\$1,500,000	\$0	\$750,000
334.20-60	FDOT Safety Grant - Alf Coleman	\$560,000	\$0	\$519,820
334.20-70	FDEO CDBG - Lighting Grant	\$1,442,000	\$0	\$1,442,000
334.49-15	TRIP FBR Segment 4.1	\$0	\$63,300	\$74,000
338.10-00	Reimbursement from CRA Trust Fund	\$13,400,000	\$13,400,000	\$15,875,000
344.90-40	Public Parking Fees	\$179,000	\$190,000	\$196,000
347.59-70	Rental Pizza Hut FBR 3	\$3,500	\$0	\$0
347.59-75	Rental Billboard Barnacle Bay	\$6,000	\$6,000	\$6,200
354.10-00	Code Enforcement Fines	\$0	\$700	\$0
354.30-00	Parking Citations	\$0	\$6,800	\$0
361.10-00	Interest Earnings Unrestricted	\$6,000	\$200	\$200
361.11-00	Interest Earnings Restricted	\$144,000	\$144,000	\$131,000
363.24-10	Transportation Proportionate Share Payments	\$258,000	\$200,000	\$206,000
366.20-00	Contributions	\$300,000	\$0	\$5,000,000
364.10-00	Proceeds from Sales	\$0	\$0	\$960,000
369.90-10	Miscellaneous-Other	(\$700)	\$0	\$0
384.00-00	Debt Proceeds	\$0	\$0	\$0
389.90-10	Cash Carry Forward Unrestricted	\$287,476	\$182,938	\$225,966
389.90-60	Cash Carry Forward Restricted - Prop Share	\$657,064	\$584,757	\$150,828
389.90-70	Cash Carry Forward Restricted - TIF	\$27,871,983	\$23,169,728	\$28,960,814
389.90-70	Cash Carry Forward Restricted - Other	\$36,185,009	\$46,103,221	\$34,681,066
<u>TOTAL INCOME AND NON-REVENUE</u>		<u>\$83,610,332</u>	<u>\$84,867,644</u>	<u>\$97,869,894</u>
			1.5%	15.3%
				17.1%

CRA Department

New Positions

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
CRA Maintenance Worker	1	-	1	-	1
Fleet Service Mechanic ⁽¹⁾	0.05	-	-	-	-

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

Machinery and Equipment

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Small Dump Truck ⁽²⁾	\$ -	\$ 45,000	\$ -	\$ -	\$ -
Truck	-	-	50,000	-	53,000
Large Vac Truck ⁽³⁾	-	-	-	150,000	-
PSB Chiller (6% allocation)	8,000	-	-	-	-
Total	\$ 8,000	\$ 45,000	\$ 50,000	\$ 150,000	\$ 53,000

(2) shared by Street (50%), CRA (50%)

(3) shared by Stormwater (50%), CRA (50%)

Capital

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Front Beach Road Segment 3	\$ 14,445,000	\$ 4,810,000	\$ -	\$ -	\$ -
Front Beach Road Segment 4.1 ⁽⁴⁾	14,209,500	14,309,500	4,005,000	-	-
Land - Segment 4.1	100,000	-	-	-	-
Front Beach Road Segment 4.2 ⁽⁴⁾	5,699,500	17,159,500	9,005,000	-	-
Land - Segment 4.2	550,000	-	-	-	-
Front Beach Road Segment 4.3 ⁽⁵⁾	10,527,000	12,254,970	12,060,000	-	-
Land - Segment 4.3	5,000,000	-	-	-	-
Powell Adams	4,530,000	2,527,000	-	-	-
Alf Coleman ⁽⁶⁾	2,308,000	2,728,000	20,000	-	-
FBR & S Thomas Lighting ⁽⁷⁾	1,400,000	-	-	-	-
Total	\$ 58,769,000	\$ 53,788,970	\$ 25,090,000	\$ -	\$ -

(4) partially funded by \$9m HMGP grant for undergrounding utilities - Seg. 4.1 & 4.2

(5) partially funded by \$6m HMGP grant for undergrounding utilities - Seg. 4.3

(6) partially funded by \$1.5m HMGP grant for Alf Coleman drainage improvements and \$500k FDOT sidewalk safety grant

(7) partially funded by \$1.4m CDBG-DR grant for lighting improvements

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**FBR CRA SPECIAL REVENUE FUND**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
160-5901-559			
<u>PERSONNEL SERVICES</u>			
.12-10 Salaries Regular	\$319,600	\$240,360	\$281,300
.13-10 Salaries-Other	\$47,500	\$5,000	\$49,400
.14-10 Salaries-Overtime	\$3,900	\$3,900	\$4,600
.15-10 Salaries Special	\$3,000	\$3,000	\$2,000
.15-20 Vehicle Expense	\$7,000	\$7,000	\$1,350
.15-30 Incentive Pay	\$1,000	\$20,500	\$2,000
.15-60 Hiring Incentive / Referral	\$350	\$1,000	\$1,000
.21-10 Matching FICA	\$29,300	\$29,510	\$26,100
.22-10 Retirement	\$43,000	\$44,220	\$44,000
.23-10 Health Insurance	\$35,000	\$35,000	\$37,000
.23-20 Dental Insurance	\$2,000	\$2,000	\$2,000
.23-30 Life Insurance	\$2,400	\$2,400	\$2,100
<u>TOTAL PERSONNEL SERVICES</u>	<u>\$494,050</u>	<u>\$393,890</u>	<u>\$452,850</u>
		-20.3%	15.0%
<u>OPERATING EXPENSES</u>			
.31-10 Professional Legal	\$100,000	\$100,000	\$100,000
.31-20 Professional Medical	\$1,000	\$1,000	\$1,000
.31-30 Professional Engineering & Architect	\$50,000	\$50,000	\$50,000
.31-60 Professional Other	\$36,800	\$590,200	\$839,000
.32-10 Accounting and Auditing	\$16,800	\$25,000	\$25,000
.34-10 Contractual Services	\$71,100	\$71,100	\$74,000
.40-10 Travel and Per Diem	\$3,100	\$3,100	\$3,100
.41-10 Communication	\$17,300	\$21,300	\$9,000
.42-10 Postage and Freight	\$6,300	\$5,000	\$5,000
.43-10 Utilities Electricity	\$114,000	\$140,000	\$155,000
.43-20 Utilities Waste Disposal	\$1,500	\$1,500	\$1,500
.44-10 Rentals and Leases	\$5,100	\$10,000	\$10,900
.45-10 Insurance Liability, Property, Etc.	\$10,100	\$17,000	\$21,000
.46-10 Repairs and Mte Building	\$2,100	\$2,100	\$2,200
.46-20 Repairs and Mte Mach and Eq	\$26,000	\$26,000	\$26,000
.46-50 Repairs and Mte Other	\$570,000	\$500,000	\$577,300
.47-10 Printing and Binding	\$26,000	\$26,000	\$26,000
.49-10 Other Current Charges	\$10,300	\$10,300	\$10,300
.51-10 Office Supplies	\$4,200	\$4,200	\$4,200
.52-10 Operating Supplies	\$47,600	\$47,600	\$85,000
.52-20 Fuel, Oil and Lubricants	\$5,200	\$12,000	\$18,000
.54-10 Books, Pubs and Memberships	\$4,000	\$4,000	\$4,200
.55-10 Training and Education	\$3,100	\$3,100	\$3,100
.56-30 Permits & Registration Fees	\$3,100	\$3,100	\$3,100
<u>TOTAL OPERATING EXPENSES</u>	<u>\$1,134,700</u>	<u>\$1,673,600</u>	<u>\$2,053,900</u>
		47.5%	22.7%

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**FBR CRA SPECIAL REVENUE FUND**

	<u>ORIGINAL BUDGET 2021-2022</u>	<u>AMENDED BUDGET 2021-2022</u>	<u>PROPOSED BUDGET 2022-2023</u>
160-5901-559			
<u>CAPITAL OUTLAY</u>			
.60-10 Capital Outlay < \$5,000	\$23,540	\$23,540	\$0
.61-10 Land	\$5,500,000	\$1,000,000	\$5,650,000
.63-10 Improvements	\$1,600,000	\$0	\$0
.64-20 Machinery & Equipment	\$107,500	\$177,500	\$8,000
.65-10 Front Beach Road Segment 4.3	\$1,250,000	\$500,000	\$6,446,000
.65-29 Front Beach Road Segment 4.2	\$1,400,000	\$200,000	\$2,573,000
.65-65 FBR & S Thomas Lighting	\$0	\$200,000	\$1,400,000
.65-70 HMGP Seg 4.1 & 4.2 Util Undergrounding	\$0	\$50,000	\$6,253,000
.65-71 HMGP Seg 4.3 Util Undergrounding	\$0	\$0	\$4,081,000
.65-72 Alf Coleman	\$2,116,000	\$100,000	\$1,323,000
.65-73 HMGP Alf Coleman Drainage	\$0	\$5,000	\$985,000
.65-74 Front Beach Road Segment 3	\$15,290,000	\$9,200,000	\$14,445,000
.65-77 Hills Road	\$0	\$1,000	\$0
.65-78 Powell Adams	\$0	\$500,000	\$4,530,000
.65-79 North RJ Blvd	\$314,000	\$643,000	\$0
.65-82 Front Beach Road Segment 2	\$0	\$50,000	\$0
.65-89 Front Beach Road Segment 4.1	\$6,100,000	\$566,000	\$11,083,000
.65-90 CIP - Other	\$0	\$0	\$0
.65-99 FBR CRA Crosswalk Rehab	\$300,000	\$300,000	\$0
<u>TOTAL CAPITAL OUTLAY</u>	<u>\$34,001,040</u>	<u>\$13,516,040</u>	<u>\$58,777,000</u>
		-60.2%	334.9%
<u>DEBT SERVICE</u>			
.71-70 Principal / 2015 Bonds	\$2,575,000	\$2,575,000	\$2,650,000
.71-75 Principal / 2020 Bonds	\$0	\$0	\$0
.72-70 Interest / 2015 Bonds	\$853,330	\$853,330	\$782,010
.72-75 Interest / 2020 Bonds	\$1,557,300	\$1,557,300	\$1,557,300
.73-70 Other Debt Svc Costs	\$0	\$1,000	\$1,000
<u>TOTAL DEPT SERVICE</u>	<u>\$4,985,630</u>	<u>\$4,986,630</u>	<u>\$4,990,310</u>
		0.0%	0.1%
<u>CONTRIBUTIONS</u>			
.81-40 Bay County 800 MHz	\$0	\$5,810	\$0
.82-50 Powell Adams Signal Contribution	\$0	\$150,000	\$0
<u>TOTAL CONTRIBUTIONS</u>	<u>\$0</u>	<u>\$155,810</u>	<u>\$0</u>
<u>TOTAL BUDGET</u>	<u>\$40,615,420</u>	<u>\$20,725,970</u>	<u>\$66,274,060</u>
		-49.0%	219.8%
			63.2%

**City of Panama City Beach
CRA Fund 5-Year Financial Forecast**

	Forecast FY 2022	Forecast FY 2023	Forecast FY 2024	Forecast FY 2025	Forecast FY 2026	Forecast FY 2027
Available Resources, Beginning of Year	\$ 70,040,644	\$ 64,018,674	\$ 31,530,334	\$ 36,536,204	\$ 20,610,824	\$ 30,266,164
Revenues:						
Reimbursement from CRA Trust Fund (TIF)	\$ 13,400,000	\$ 15,875,000	\$ 16,482,000	\$ 17,118,000	\$ 17,787,000	\$ 18,489,000
CRA Assessments	816,000	820,000	861,000	904,000	949,000	996,000
Transportation Prop. Share	200,000	206,000	212,000	218,000	225,000	232,000
Grants and Contributions	63,300	15,656,820	8,621,000	-	-	-
Other Fees and Miscellaneous	347,700	1,293,400	272,800	289,200	262,600	289,000
Total Revenues	\$ 14,827,000	\$ 33,851,220	\$ 26,448,800	\$ 18,529,200	\$ 19,223,600	\$ 20,006,000
Expenditures:						
Personnel	\$ 393,890	\$ 452,850	\$ 475,350	\$ 557,150	\$ 585,550	\$ 673,650
Operating	1,697,140	2,053,900	2,112,600	2,177,400	2,253,000	2,322,600
Capital Outlay	13,492,500	58,777,000	53,833,970	25,140,000	150,000	53,000
Debt Service	4,986,630	4,990,310	4,987,010	6,544,030	6,541,710	6,542,260
Contributions	155,810	-	-	-	-	-
Total Expenditures	\$ 20,725,970	\$ 66,274,060	\$ 61,408,930	\$ 34,418,580	\$ 9,530,260	\$ 9,591,510
Other Financing Sources (Uses):						
Debt Proceeds	\$ -	\$ -	\$ 40,000,000	\$ -	\$ -	\$ -
Interfund Transfers Out	(123,000)	(65,500)	(34,000)	(36,000)	(38,000)	(39,000)
Total Other Financing Sources (Uses)	\$ (123,000)	\$ (65,500)	\$ 39,966,000	\$ (36,000)	\$ (38,000)	\$ (39,000)
Available Resources, End of Year	\$ 64,018,674	\$ 31,530,334	\$ 36,536,204	\$ 20,610,824	\$ 30,266,164	\$ 40,641,654
EOY Reserve Detail:						
Unrestricted	\$ 225,966	\$ 428,366	\$ 637,166	\$ 852,366	\$ 1,073,966	\$ 1,301,966
Restricted - Prop. Share	150,828	329,442	541,442	759,442	984,442	1,216,442
Restricted - TIF	28,960,814	16,708,563	20,362,495	8,316,676	17,485,738	27,367,037
Restricted - Other	34,681,066	14,063,963	14,995,101	10,682,340	10,722,018	10,756,210
Total	\$ 64,018,674	\$ 31,530,334	\$ 36,536,204	\$ 20,610,824	\$ 30,266,164	\$ 40,641,654



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Joey St. Germain, Finance

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Budget discussion and hold a public hearing on the Utility Fund FY 2023 Budget.

4. AGENDA:

BUDGET WORKSHOP AND PUBLIC HEARING

5. IS THIS ITEM BUDGETED (IF APPLICABLE)?: N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

Financial Health

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

No monies of the City shall be disbursed except in pursuance of appropriations made by the City Council. The preliminary proposed budget for the ensuing fiscal year for the City's Utility Fund is presented to the Council for review, discussion, and modification as directed.

[FY 2023 Budget Workshop - UT.pdf](#)



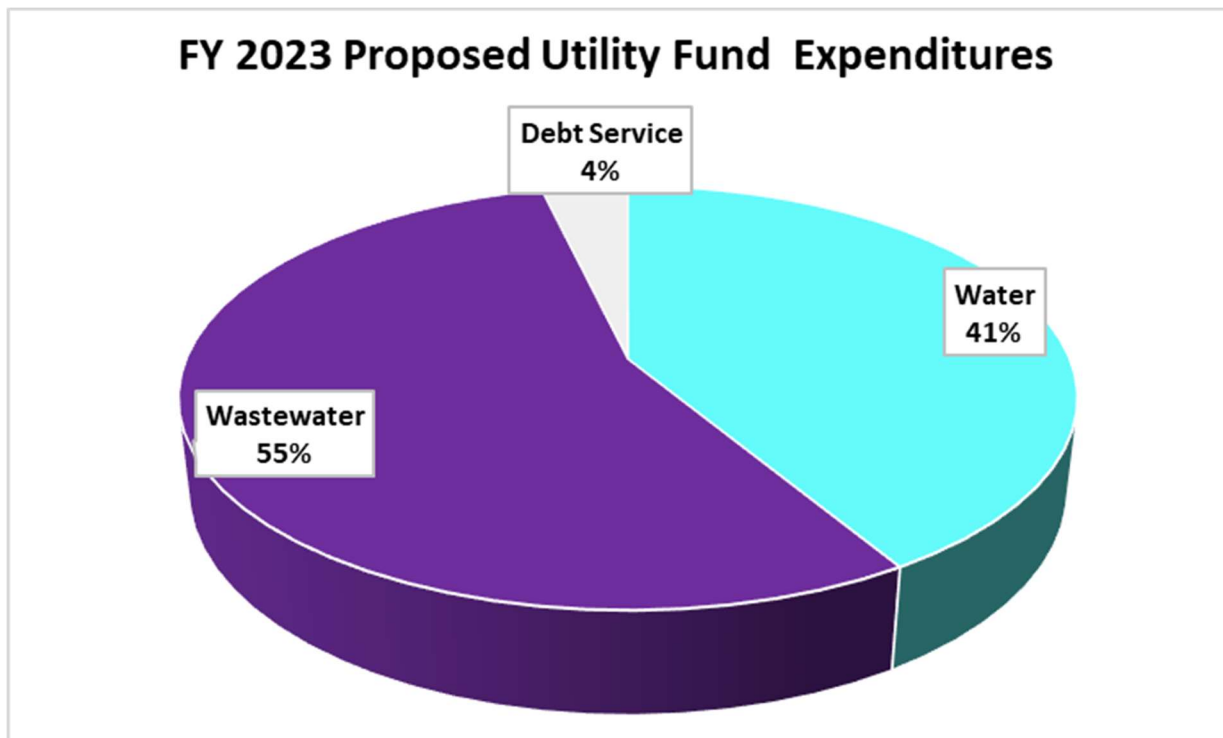
City of Panama City Beach

August 23, 2022

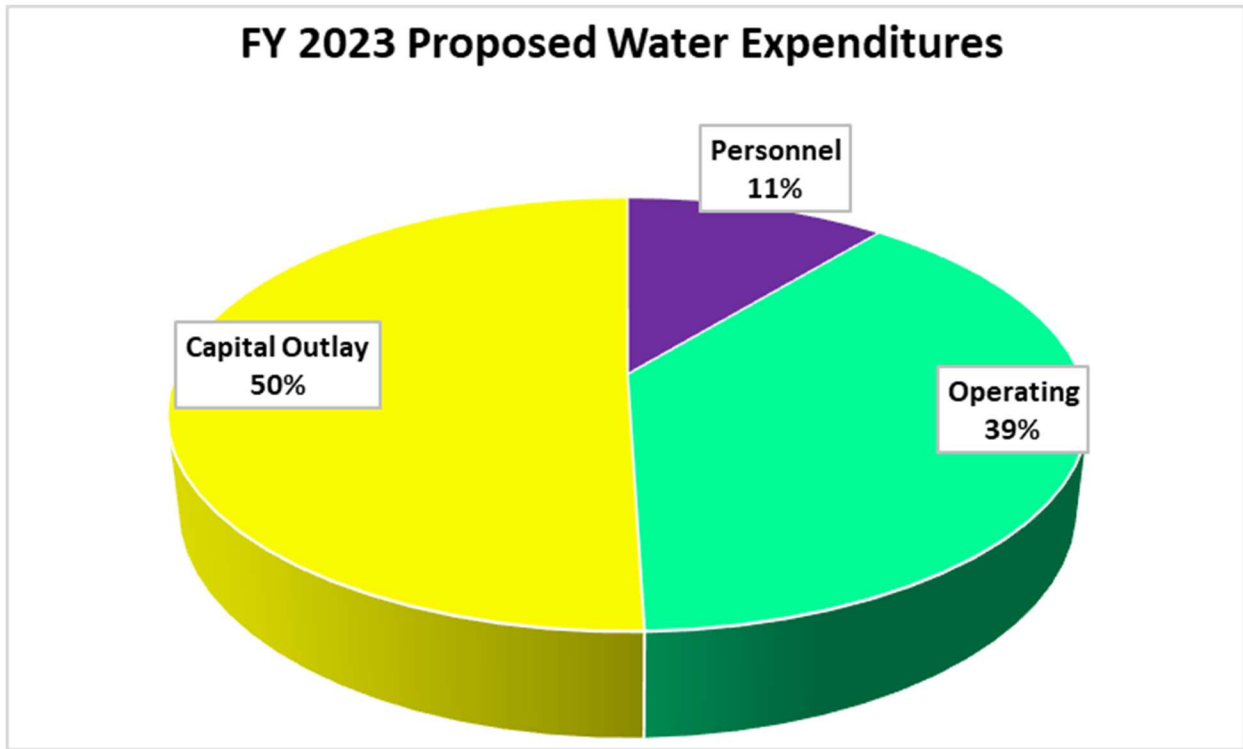
TO: Mayor and City Council
FROM: Drew Whitman, City Manager and Holly White, Assistant City Manager
RE: Utility Fund Amended FY 2022 Proposed FY 2023 Budget

We are pleased to submit for City Council consideration and adoption, a proposed Fiscal Year 2022-2023 (FY 2023) budget that is balanced, prudent and responsive to the City Council's Strategic Plan and the community's needs.

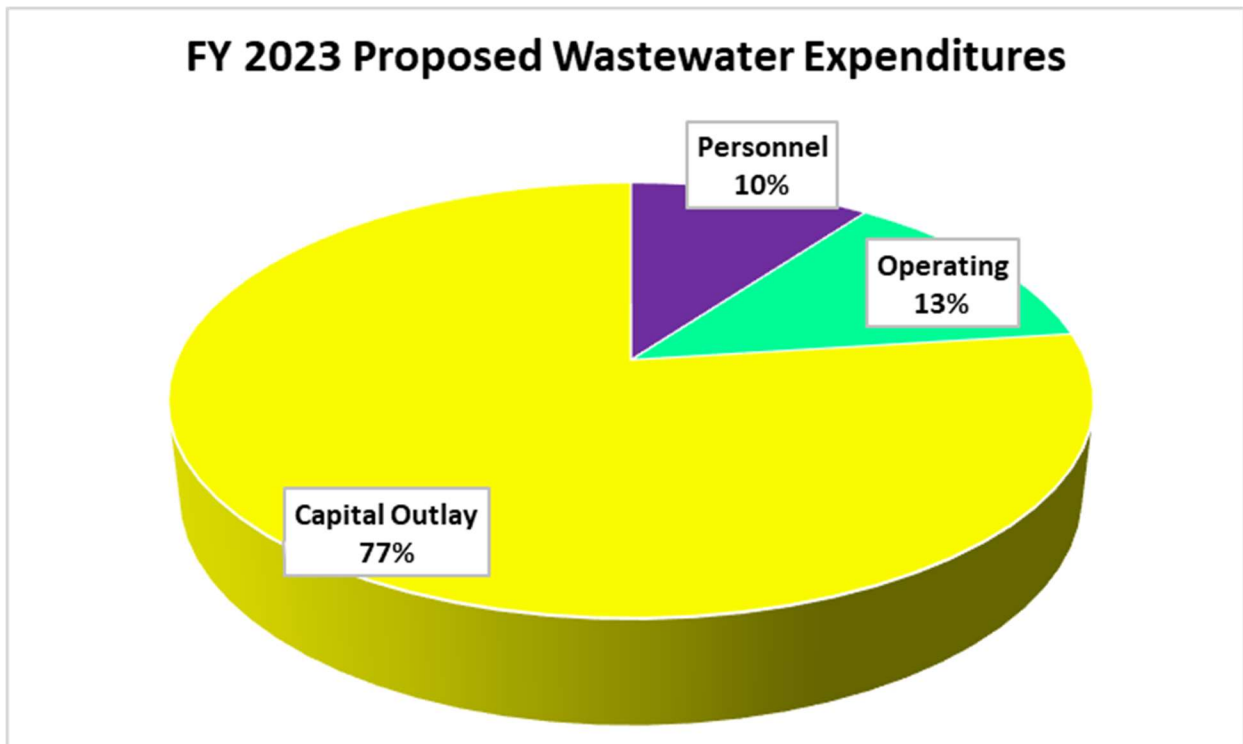
The proposed FY 2023 Utility Fund expenditures budget is \$78,458,580 which represents a \$36,041,510 or 85% increase over the FY 2022 amended budget of \$42,417,070. This increase is driven by the timing of several capital projects. Proposed FY 2023 Utility Fund expenditures are as follows:



Proposed FY 2023 Water Department expenditures are as follows:



Proposed FY 2023 Wastewater Department expenditures are as follows:



Key features of the proposed FY 2023 Utility Fund expenditures budget include:

- 4% cost of living adjustment
- The following proposed new positions:

	Water	WW
Utilities Locator Trainee	0.7	0.3
Department Coordinator	0.7	0.3
Utilities Inspector Trainee	0.7	0.3
Meter Reader	0.7	0.3
Fleet Service Mechanic ⁽¹⁾	0.3	0.25

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

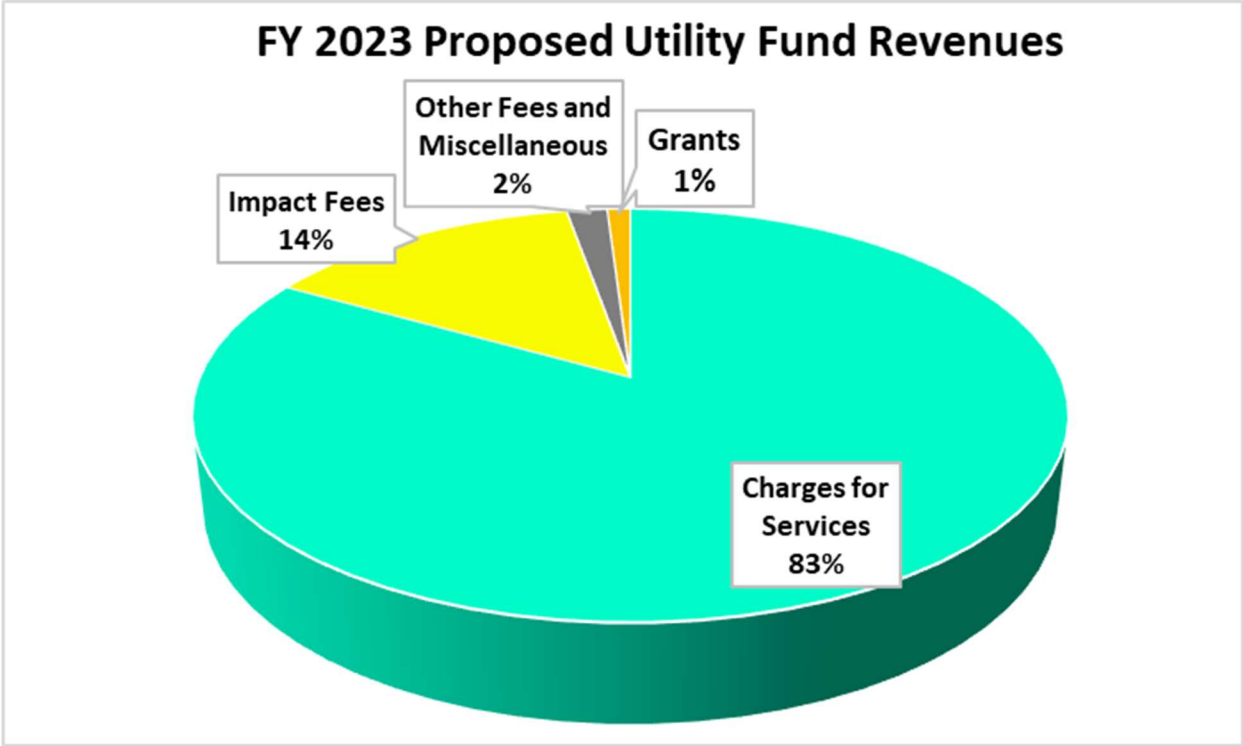
- Water Department capital outlays:

SR 79 To West End PS Supply Main	\$ 2,119,000
Utilities Admin & Support Bldgs	\$ 2,079,000
West End Ground Storage PS and Tank	\$ 1,886,000
CRA Segment 3 Water Main Relocations	\$ 1,240,000
Automated Water Meter Reading/ Billing Upgrades	\$ 1,050,000
PCB Pkwy Mandy Lane to Argonaut Street	\$ 1,009,000
Rose Lane Avenue B & C Watermain Improvements	\$ 890,000
PCB Pkwy Lantana St. to R. Jackson Blvd.	\$ 679,000
West Laird Transmission Mains *	\$ 572,000
System Extensions/Loops *	\$ 555,000
CRA Segment 4.2 Water Main Relocations	\$ 402,000
CRA Segment 4.1 Water Main Relocations	\$ 367,000
PCB Pkwy R. Jackson Blvd to Hathaway Bridge	\$ 364,000
Gulf Highlands Water System Replacement - Phase 1 *	\$ 234,000
Woodlawn Water System Improvements	\$ 229,000
Laguna Beach Water System Improvements	\$ 219,000
Water Service Replacements Phase II	\$ 200,000
Underground Utilities Safe Room HMGP	\$ 160,000
New Comm Shack at WWTP	\$ 140,000
CRA Segment 4.3 Water Main Relocations	\$ 121,000
CRA Powell Adams South Water Mains	\$ 61,000
Alf Coleman Roadway Improvements Utilities Relocation *	\$ 58,000

➤ Wastewater Department capital outlays:

New WWTP 2 Reclaimed Transmission Main *	\$ 2,793,000
West Laird Sewer FM *	\$ 2,730,000
West Laird Reclaimed Main *	\$ 2,730,000
New WWTP 4 MGD Phase I	\$ 2,646,000
Laguna Beach Sewer Phases 1-3 *	\$ 1,853,000
New WWTP 2 Influent Transmission Main *	\$ 1,703,000
Utilities Admin & Support Bldgs	\$ 1,447,000
PCB Pkwy Mandy Lane to Argonaut Street	\$ 1,402,000
Secondary LS Upgrades/Odor Control *	\$ 1,344,000
WW/RW System Extensions/Loops *	\$ 1,344,000
Conservation Park Trail Stabilization	\$ 1,090,000
New WWTP site to Griffin Blvd Connection	\$ 1,008,000
CRA Segment 3 Sewer Main Relocations	\$ 950,000
LS#3 Replacement *	\$ 901,000
Gravity Sewer Rehabilitation *	\$ 840,000
WWTP 1 Improvements Program *	\$ 731,000
PCB Pkwy Lantana St. to R. Jackson Blvd.	\$ 679,000
LS #74 (Jamaican) Replacement	\$ 655,000
CRA Segment 4.2 Sewer Main Relocations	\$ 403,000
PCB Pkwy R. Jackson Blvd to Hathaway Bridge	\$ 364,000
CRA Segment 4.1 Sewer Main Relocations	\$ 363,000
Conservation Park Water Crossing *	\$ 347,000
Conservation Park Boardwalk Replacement	\$ 260,000
LS #73 (Cobb) Replacement	\$ 206,000
Lift Station 96 Improvements *	\$ 184,000
LS #19 (Wildwood) Replacement	\$ 174,000
Odor Control	\$ 150,000
WWTP 1 Headworks Replacement *	\$ 135,000
Underground Utilities Safe Room HMGP	\$ 132,000
CRA Segment 4.3 Sewer Main Relocations	\$ 121,000
Primary LS Upgrades/Odor Control *	\$ 120,000
CRA Powell Adams South Sewer Mains	\$ 89,000
New Comm Shack	\$ 80,000
Alf Coleman Roadway Improvements Utilities Relocation *	\$ 32,000

The proposed FY 2023 Utility Fund revenues budget is \$44,830,100 which represents a 3% increase over the FY 2022 amended budget of \$43,381,670. Proposed FY 2023 Utility Fund revenues by source are as follows:



RESOLUTION NO. 22-196
A RESOLUTION AMENDING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2021-2022
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2021, and ending 30 September, 2022

UTILITY FUND

CASH BALANCES BROUGHT FORWARD	\$98,647,581
REVENUES	\$43,381,670
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$142,029,251</u>

EXPENDITURES

WATER	\$18,999,050
WASTEWATER	\$20,323,700
DEBT SERVICE	\$3,094,320
<u>TOTAL EXPENDITURES</u>	<u>\$42,417,070</u>

INTERFUND TRANSFER TO GENERAL FUND	\$779,000
RESERVES ACCRUED COMPENSATED ABSENCES	\$300,000
RESERVES RESTRICTED FUNDS	\$28,437,193
RESERVES RESTRICTED CDBG-DR	\$5,500,000
RESERVES AVAILABLE FOR EXPENDITURES	\$64,595,988

<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$142,029,251</u>
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RESOLUTION NO. 22-197
A RESOLUTION ESTABLISHING THE BUDGET FOR THE CITY OF
PANAMA CITY BEACH, FLORIDA FOR THE FISCAL YEAR 2022-2023
APPROPRIATING REVENUES AND PROVIDING AN EFFECTIVE DATE.

Section 1. The following budget is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning 1 October, 2022, and ending 30 September, 2023

UTILITY FUND

CASH BALANCES BROUGHT FORWARD	\$98,833,181
REVENUES	\$44,830,100
<u>TOTAL ESTIMATED INCOME AND BALANCES</u>	<u>\$143,663,281</u>

EXPENDITURES

WATER	\$32,434,800
WASTEWATER	\$43,121,500
DEBT SERVICE	\$2,902,280
<u>TOTAL EXPENDITURES</u>	<u>\$78,458,580</u>

INTERFUND TRANSFER TO GENERAL FUND	\$1,274,000
RESERVES ACCRUED COMPENSATED ABSENCES	\$300,000
RESERVES RESTRICTED FUNDS	\$10,754,588
RESERVES RESTRICTED CDBG-DR	\$5,500,000
RESERVES AVAILABLE FOR EXPENDITURES	\$47,376,113

<u>TOTAL APPROPRIATED EXPENDITURES AND RESERVES</u>	<u>\$143,663,281</u>
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CITY OF PANAMA CITY BEACH BUDGET WORKSHEET
UTILITY FUND INCOME AND NON-REVENUE

		<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
401-0000	<u>ACCOUNT DESCRIPTION</u>			
	324.16-11 : 35 Water Impact Fees	\$0	\$600,000	\$618,000
	324.17-11 : 35 Sewer Impact Fees	\$0	\$5,500,000	\$5,665,000
	331.50-00 Federal Grants Hurricane Michael	\$0	\$0	\$0
	334.35-00 State Grants NWFL Mgmt Reclaimed	\$0	\$0	\$456,000
	343.30-00 Water Tap On Fee	\$315,000	\$360,000	\$360,000
	343.31-00 Water Sales	\$15,922,000	\$17,400,000	\$17,748,000
	343.32-00 Water Sales / Sprinklers	\$2,300,000	\$2,170,000	\$2,170,000
	343.50-00 Sewer Tap On Fee	\$55,000	\$79,000	\$79,000
	343.51-00 Sewer Sales	\$14,587,000	\$15,200,000	\$15,960,000
	343.55-00 Sewer System Supplies	\$150	\$100	\$100
	343.56-00 Private LS Pump Outs	\$1,000	\$500	\$1,000
	343.58-00 Reuse Water Sales	\$671,000	\$660,000	\$673,000
	343.69-00 Reactivation / Reset Fee	\$170,000	\$140,000	\$140,000
	343.91-00 Leachate	\$100,000	\$160,000	\$160,000
	359.70-00 Penalties / Late Payments	\$330,000	\$420,000	\$420,000
	361.10-00 Interest Earnings Unrestricted	\$149,000	\$210,000	\$205,000
	361.11-00 Interest Earnings Restricted	\$5,000	\$14,000	\$15,000
	363.23-10 Water Impact Fees	\$825,000	\$0	\$0
	363.23-20 Sewer Impact Fees	\$6,975,000	\$0	\$0
	364.10-00 Proceeds Sales	\$20,000	\$331,000	\$25,000
	364.20-00 Proceeds from Asset Dispositions	\$10,000	\$25,000	\$25,000
	365.10-00 Surplus Mat'ls and Scrap	\$8,000	\$6,000	\$6,000
	366.20-00 3rd Party Contributions	\$0	\$1,700	\$0
	369.01-00 Administrative Fees	\$19,000	\$19,000	\$19,000
	369.03-00 Engineering Review Fees Wtr & Swr	\$60,000	\$80,000	\$80,000
	369.90-10 Miscellaneous	\$25,000	\$2,000	\$2,000
	389.41-00 Contributions FMIT	\$0	\$3,370	\$3,000
	389.90-10 Cash Carry Forward Unrestricted	\$65,729,507	\$72,251,295	\$70,395,988
	389.90-70 Cash Carry Forward Restricted	\$27,127,187	\$26,396,286	\$28,437,193
	<u>TOTAL INCOME AND NON-REVENUE</u>	<u>\$135,403,844</u>	<u>\$142,029,251</u>	<u>\$143,663,281</u>
			4.9%	1.2%
				6.1%

Water Department

New Positions

	Water	WW
Utilities Locator Trainee	0.7	0.3
Department Coordinator	0.7	0.3
Utilities Inspector Trainee	0.7	0.3
Meter Reader	0.7	0.3
Fleet Service Mechanic ⁽¹⁾	0.3	0.25

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

Capital Projects

FY 2023

SR 79 To West End PS Supply Main	\$ 2,119,000
Utilities Admin & Support Bldgs	\$ 2,079,000
West End Ground Storage PS and Tank	\$ 1,886,000
CRA Segment 3 Water Main Relocations	\$ 1,240,000
Automated Water Meter Reading/ Billing Upgrades	\$ 1,050,000
PCB Pkwy Mandy Lane to Argonaut Street	\$ 1,009,000
Rose Lane Avenue B & C Watermain Improvements	\$ 890,000
PCB Pkwy Lantana St. to R. Jackson Blvd.	\$ 679,000
West Laird Transmission Mains *	\$ 572,000
System Extensions/Loops *	\$ 555,000
CRA Segment 4.2 Water Main Relocations	\$ 402,000
CRA Segment 4.1 Water Main Relocations	\$ 367,000
PCB Pkwy R. Jackson Blvd to Hathaway Bridge	\$ 364,000
Gulf Highlands Water System Replacement - Phase 1 *	\$ 234,000
Woodlawn Water System Improvements	\$ 229,000
Laguna Beach Water System Improvements	\$ 219,000
Water Service Replacements Phase II	\$ 200,000
Underground Utilities Safe Room HMGP	\$ 160,000
New Comm Shack at WWTP	\$ 140,000
CRA Segment 4.3 Water Main Relocations	\$ 121,000
CRA Powell Adams South Water Mains	\$ 61,000
Alf Coleman Roadway Improvements Utilities Relocation *	\$ 58,000

Improvements

FY 2023

McElvey Roof, Hoist, Paint, and Floor Improvements	\$ 533,000
West Bay Storage Tanks, Roof, and Sewer Connection Improvements	\$ 180,000
Miscellaneous Improvements	\$ 100,000
Gulf Blvd Fiber Optic Installation	\$ 40,000

Machinery and Equipment

Replacement Trucks (4) (70%W/30%WW)	\$ 101,000
Replacement Motors	\$ 80,000
Jet/Vac Trailer (70%W/30%WW)	\$ 77,000
Replacement Pressure Control Valve for West Bay Pumping Station	\$ 50,000
Chiller - PSB (32%)	\$ 39,000
Misc Equipment	\$ 30,000
Replacement Sever	\$ 10,000

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT : WATER**

	<u>ORIGINAL BUDGET 2021-2022</u>	<u>AMENDED BUDGET 2021-2022</u>	<u>PROPOSED BUDGET 2022-2023</u>
401-3300-533			
PERSONNEL SERVICES			
.12-10 Salaries Regular	\$2,027,000	\$1,900,000	\$2,396,000
.13-10 Salaries No Pension	\$56,000	\$5,000	\$50,800
.14-10 Salaries Overtime	\$143,000	\$127,000	\$132,000
.15-10 Salaries Special	\$32,000	\$32,000	\$32,000
.15-20 Vehicle Expense	\$3,800	\$3,800	\$3,800
.15-30 Incentive Pay	\$21,200	\$17,000	\$17,000
.15-60 Hiring Incentive / Referral	\$15,000	\$6,000	\$6,000
.21-10 Matching FICA	\$174,700	\$160,000	\$201,400
.22-10 Retirement	\$263,000	\$277,250	\$358,000
.23-10 Health Insurance	\$294,000	\$220,000	\$317,000
.23-20 Dental Insurance	\$13,000	\$10,000	\$14,000
.23-30 Life Insurance	\$16,700	\$16,700	\$19,000
.25-10 Unemployment Compensation	\$5,000	\$5,000	\$5,000
.29-10 Allocated Wages	\$0	\$3,200	\$0
TOTAL PERSONNEL SERVICES	\$3,064,400	\$2,782,950	\$3,552,000
		-9.2%	27.6%
OPERATING EXPENSES			
.31-10 Professional Legal	\$26,000	\$26,000	\$26,000
.31-20 Professional Medical	\$3,000	\$3,000	\$3,000
.31-30 Professional Engineering/Architect	\$41,000	\$10,000	\$41,000
.31-40 Professional Laboratory Fees	\$40,000	\$45,000	\$50,000
.31-50 Professional Surveying/Plat Review	\$3,000	\$3,000	\$3,000
.31-60 Professional Other	\$52,000	\$5,000	\$52,000
.32-10 Accounting and Auditing	\$16,000	\$22,000	\$20,000
.34-10 Other Contractual Services	\$189,500	\$279,500	\$300,000
.40-10 Travel and Per Diem	\$20,000	\$5,000	\$20,000
.41-10 Communication	\$77,200	\$165,200	\$80,000
.42-10 Postage and Freight	\$64,000	\$70,000	\$64,000
.43-10 Utilities Electric	\$589,000	\$470,000	\$509,000
.43-20 Utilities Waste Disposal	\$12,000	\$12,000	\$12,000
.43-40 Utilities Water Purchased fr Bay Cty	\$9,880,000	\$9,500,000	\$9,800,000
.44-10 Rentals and Leases	\$30,000	\$30,000	\$31,500
.45-10 Insurance Liability, Property, Etc.	\$199,000	\$180,000	\$240,000
.46-10 Repairs and Mte Buildings	\$20,000	\$20,000	\$20,000
.46-20 Repairs and Mte Mach and Equipmt	\$75,000	\$40,000	\$50,000
.46-30 Repairs and Mte Meters	\$77,300	\$20,000	\$20,600
.46-40 Repairs and Mte Fleet	\$25,000	\$25,000	\$25,000
.46-50 Repairs and Mte Other	\$240,000	\$240,000	\$276,000
.47-10 Printing and Binding	\$10,000	\$10,000	\$10,000
.49-10 Other Current Charges	\$10,000	\$10,000	\$10,000
.51-10 Office Supplies	\$16,000	\$16,000	\$16,000
.52-10 Operating Supplies	\$108,000	\$108,000	\$147,000
.52-20 Fuel, Oil and Lubricants	\$75,000	\$79,000	\$100,000
.52-30 Water System Supplies	\$290,000	\$200,000	\$200,000
.52-35 Chemicals	\$21,000	\$31,000	\$31,000
.52-40 Meters	\$252,000	\$300,000	\$330,000
.54-10 Books, Pubs and Memberships	\$5,200	\$5,200	\$5,200
.55-10 Training and Education	\$12,000	\$12,000	\$12,000
.56-30 Permits and Fees	\$4,500	\$4,500	\$4,500
TOTAL OPERATING EXPENSES	\$12,482,700	\$11,946,400	\$12,508,800
		-4.3%	4.7%

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET

DEPARTMENT : WATER

	<u>ORIGINAL BUDGET 2021-2022</u>	<u>AMENDED BUDGET 2021-2022</u>	<u>PROPOSED BUDGET 2022-2023</u>
401-3300-533			
CAPITAL OUTLAY			
.60-10 Capital Outlay < \$5,000	\$69,300	\$69,300	\$0
.61-10 Land	\$262,500	\$2,500	\$500,000
.62-10 Buildings	\$0	\$0	\$140,000
.62-15 Buildings Utilities Admin/Support	\$2,567,000	\$300,000	\$2,079,000
.63-10 Improvements	\$845,000	\$100,000	\$853,000
.64-20 Machinery and Equipment	\$396,500	\$300,000	\$387,000
.65-03 PCB Pkwy Walton Co. to Heather Ln	\$454,000	\$874,000	\$0
.65-10 CRA Seg 4.3 Relo	\$178,000	\$100,000	\$121,000
.65-11 PCB Pkwy Lantana St. to R. Jackson Blvd.	\$0	\$0	\$679,000
.65-15 SR 79 To West End PS Supply Main	\$125,000	\$125,000	\$2,119,000
.65-16 PCB Pkwy R. Jackson to Hathaway Bridge	\$105,000	\$0	\$364,000
.65-20 Rose Lane & Ave B and C Wtr Main	\$920,000	\$66,000	\$890,000
.65-24 PCB Pkwy Mandy Ln to Argonaut St	\$141,000	\$141,000	\$1,009,000
.65-25 West End Ground Storage PS and Tank	\$200,000	\$0	\$1,886,000
.65-29 Water Service Replacements Phase II	\$0	\$0	\$200,000
.65-31 Bay Parkway to Nautilus Water Main	\$0	\$10,300	\$0
.65-32 Woodlawn Water System Imps	\$475,000	\$50,000	\$229,000
.65-33 Bid A Wee Water System Imps	\$1,596,000	\$90,000	\$0
.65-35 Automated Water Meter Reading	\$250,000	\$250,000	\$1,050,000
.65-40 Thomas Dr/Beach Dr Utility Relocates	\$1,150,000	\$1,150,000	\$0
.65-45 CRA Seg 4.2 Relo	\$686,000	\$112,000	\$402,000
.65-47 Laguna Beach Water System Imps	\$0	\$15,000	\$219,000
.65-49 CRA Seg 4.1 Relo	\$710,000	\$40,000	\$367,000
.65-69 UG Utility Safe Room HMGP	\$0	\$5,000	\$160,000
.65-74 CRA Seg 3 Relo	\$1,674,000	\$270,000	\$1,240,000
.65-78 CRA Powell Adams Relo	\$410,000	\$50,000	\$61,000
.65-90 System Extensions/Loops/Other	\$500,000	\$33,000	\$1,419,000
TOTAL CAPITAL OUTLAY	<u>\$13,714,300</u>	<u>\$4,153,100</u>	<u>\$16,374,000</u>
		-69.7%	294.3%
CONTRIBUTIONS			
.81-40 Bay County 800 MHz	\$0	\$116,600	\$0
TOTAL CONTRIBUTIONS	<u>\$0</u>	<u>\$116,600</u>	<u>\$0</u>
TOTAL BUDGET	<u>\$29,261,400</u>	<u>\$18,999,050</u>	<u>\$32,434,800</u>
		-35.1%	70.7%
			10.8%

Wastewater Department

New Positions

	Water	WW
Utilities Locator Trainee	0.7	0.3
Department Coordinator	0.7	0.3
Utilities Inspector Trainee	0.7	0.3
Meter Reader	0.7	0.3
Fleet Service Mechanic ⁽¹⁾	0.3	0.25

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

Capital Projects

FY 2023

New WWTP 2 Reclaimed Transmission Main *	\$ 2,793,000
West Laird Sewer FM *	\$ 2,730,000
West Laird Reclaimed Main *	\$ 2,730,000
New WWTP 4 MGD Phase I	\$ 2,646,000
Laguna Beach Sewer Phases 1-3 *	\$ 1,853,000
New WWTP 2 Influent Transmission Main *	\$ 1,703,000
Utilities Admin & Support Bldgs	\$ 1,447,000
PCB Pkwy Mandy Lane to Argonaut Street	\$ 1,402,000
Secondary LS Upgrades/Odor Control *	\$ 1,344,000
WW/RW System Extensions/Loops *	\$ 1,344,000
Conservation Park Trail Stabilization	\$ 1,090,000
New WWTP site to Griffin Blvd Connection	\$ 1,008,000
CRA Segment 3 Sewer Main Relocations	\$ 950,000
LS#3 Replacement *	\$ 901,000
Gravity Sewer Rehabilitation *	\$ 840,000
WWTP 1 Improvements Program *	\$ 731,000
PCB Pkwy Lantana St. to R. Jackson Blvd.	\$ 679,000
LS #74 (Jamaican) Replacement	\$ 655,000
CRA Segment 4.2 Sewer Main Relocations	\$ 403,000
PCB Pkwy R. Jackson Blvd to Hathaway Bridge	\$ 364,000
CRA Segment 4.1 Sewer Main Relocations	\$ 363,000
Conservation Park Water Crossing *	\$ 347,000
Conservation Park Boardwalk Replacement	\$ 260,000
LS #73 (Cobb) Replacement	\$ 206,000
Lift Station 96 Improvements *	\$ 184,000
LS #19 (Wildwood) Replacement	\$ 174,000
Odor Control	\$ 150,000
WWTP 1 Headworks Replacement *	\$ 135,000
Underground Utilities Safe Room HMGP	\$ 132,000
CRA Segment 4.3 Sewer Main Relocations	\$ 121,000
Primary LS Upgrades/Odor Control *	\$ 120,000
CRA Powell Adams South Sewer Mains	\$ 89,000
New Comm Shack	\$ 80,000
Alf Coleman Roadway Improvements Utilities Relocation *	\$ 32,000

Improvements	FY 2023
Screenings Conveyor / Compactor	\$ 300,000
Miscellaneous Improvements	\$ 250,000
Wastewater Facilities Roof Replacements	\$ 175,000
Paint Reclaimed Storage and Hydropneumatic Tanks	\$ 175,000
Conservation Park Gate & Entry Sign	\$ 50,000
Headworks Grating Replacements	\$ 40,000
Fiber Optic installation on Gulf Blvd	\$ 35,000

Machinery and Equipment	
Replacement ATS	\$ 600,000
Replacement Blowers for BNRs and Digester 5	\$ 400,000
Replacement Sodium Aluminate Storage Tanks	\$ 140,000
Replacement Internal Recycle Pump for BNRs 1 -4	\$ 100,000
Portable Pump for Lift Station	\$ 100,000
Replacement MCC 2	\$ 100,000
Replacement Trucks (70%W/30%WW)	\$ 52,000
Replacement Lift Station Pumps	\$ 40,000
TSS Meters	\$ 36,000
Vacuum Trailer (70%WW, 30% W)	\$ 33,000
WWTF Effluent Transfer Pump Rebuild	\$ 25,000
Replacement High Mast Lighting	\$ 20,000
Chiller - PSB (15%)	\$ 18,000
Replacement Server	\$ 17,000

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT : WASTEWATER**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
401-3500-535			
PERSONNEL SERVICES			
.12-10 Salaries Regular	\$2,649,000	\$2,430,200	\$2,886,000
.13-10 Salaries No Pension	\$24,000	\$5,000	\$21,800
.14-10 Salaries Overtime	\$165,000	\$190,000	\$190,000
.15-10 Salaries Special	\$39,000	\$39,000	\$39,000
.15-20 Vehicle Expense	\$1,700	\$1,700	\$1,700
.15-30 Incentive Pay	\$12,200	\$20,200	\$20,200
.15-60 Hiring Incentive / Referral	\$19,000	\$10,000	\$10,000
.21-10 Matching FICA	\$222,000	\$222,000	\$242,000
.22-10 Retirement	\$358,000	\$375,400	\$453,000
.23-10 Health Insurance	\$406,000	\$406,000	\$407,000
.23-20 Dental Insurance	\$17,000	\$17,000	\$18,000
.23-30 Life Insurance	\$22,400	\$20,600	\$23,500
.25-10 Unemployment Compensation	\$5,000	\$5,000	\$5,000
.29-10 Allocated Salaries/Benefits	\$30,000	\$30,000	\$30,000
TOTAL PERSONNEL SERVICES	\$3,970,300	\$3,772,100	\$4,347,200
		-5.0%	15.2%
OPERATING EXPENSES			
.31-10 Professional Legal	\$30,000	\$30,000	\$30,000
.31-20 Professional Medical	\$3,200	\$3,200	\$3,400
.31-30 Professional Engineering/Architect	\$41,000	\$41,000	\$41,000
.31-40 Professional Laboratory Fees	\$87,000	\$120,000	\$130,000
.31-50 Professional Surveying/Plat Review	\$10,000	\$10,000	\$10,000
.31-60 Professional Other	\$200,000	\$25,000	\$200,000
.32-10 Accounting and Auditing	\$16,000	\$20,000	\$20,000
.34-10 Other Contractual Services	\$180,000	\$190,000	\$180,000
.40-10 Travel and Per Diem	\$10,000	\$10,000	\$10,000
.41-10 Communication	\$84,000	\$185,000	\$77,000
.42-10 Postage and Freight	\$37,100	\$37,100	\$35,000
.43-10 Utilities Electric	\$1,028,800	\$1,110,000	\$1,200,000
.43-20 Utilities Waste Disposal	\$490,000	\$550,000	\$600,000
.44-10 Rentals and Leases	\$27,000	\$67,000	\$70,000
.45-10 Insurance Liability, Property, Etc.	\$280,000	\$218,400	\$285,000
.46-10 Repairs and Mte Buildings	\$36,000	\$66,000	\$70,000
.46-20 Repairs and Mte Mach and Equipmt	\$225,000	\$231,750	\$232,000
.46-30 Repairs and Mte Meters	\$21,000	\$21,000	\$21,000
.46-40 Repairs and Mte Fleet	\$12,000	\$32,000	\$35,000
.46-50 Repairs and Mte Other	\$850,000	\$800,000	\$850,000
.47-10 Printing and Binding	\$8,000	\$8,000	\$8,000
.48-30 Promotional Materials	\$3,000	\$3,000	\$3,000
.49-10 Other Current Charges	\$7,000	\$7,000	\$7,000
.51-10 Office Supplies	\$9,000	\$9,000	\$9,000
.52-10 Operating Supplies	\$260,000	\$260,000	\$352,000
.52-20 Fuel, Oil and Lubricants	\$68,000	\$93,000	\$100,000
.52-30 Sewer System Supplies	\$193,000	\$100,000	\$193,000
.52-35 Chemicals	\$378,000	\$560,000	\$600,000
.52-40 Meters	\$147,000	\$47,000	\$147,000
.54-10 Books, Pubs and Memberships	\$4,000	\$4,000	\$4,000
.55-10 Training and Education	\$20,000	\$20,000	\$20,000
.56-30 Permits and Fees	\$19,900	\$19,900	\$19,900
TOTAL OPERATING EXPENSES	\$4,785,000	\$4,898,350	\$5,562,300
		2.4%	13.6%

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET

DEPARTMENT : WASTEWATER

	<u>ORIGINAL BUDGET 2021-2022</u>	<u>AMENDED BUDGET 2021-2022</u>	<u>PROPOSED BUDGET 2022-2023</u>
401-3500-535			
CAPITAL OUTLAY			
.60-10 Capital Outlay < \$5,000	\$92,000	\$92,000	\$0
.61-10 Land	\$113,000	\$1,168,000	\$500,000
.62-10 Buildings	\$25,000	\$6,000	\$80,000
.62-15 Buildings Utilities Admin/Support	\$1,777,000	\$182,000	\$1,447,000
.63-10 Improvements	\$3,570,000	\$270,000	\$1,025,000
.63-80 WWTP to Griffin Blvd Connection	\$1,049,000	\$64,800	\$1,008,000
.64-20 Machinery and Equipment	\$1,206,000	\$200,000	\$1,681,000
.65-03 PCB Pkwy Walton Co. to Heather Ln	\$820,000	\$1,520,000	\$0
.65-05 Grand Lagoon Sewer Phases 2-7	\$200,000	\$0	\$0
.65-07 New WWTP 4 MGD Phase I	\$468,000	\$0	\$2,646,000
.65-09 Conservation Park Trail Stabilization	\$300,000	\$0	\$1,090,000
.65-10 CRA Seg 4.3 Relo	\$178,000	\$0	\$121,000
.65-11 PCB Pkwy Lantana St. to R. Jackson	\$141,000	\$0	\$679,000
.65-16 PCB Pkwy R. Jackson to Hathaway Bridge	\$0	\$0	\$364,000
.65-17 Conservation Park Boardwalk Replacement	\$200,000	\$0	\$260,000
.65-24 PCB Pkwy Mandy Ln to Argonaut St	\$141,000	\$5,000	\$1,402,000
.65-28 FBR Forcemain	\$0	\$10,000	\$0
.65-31 Bay Parkway/Nautilus FM & Reclaimed	\$0	\$0	\$0
.65-40 Thomas Drive Utility Relocation	\$2,289,000	\$1,150,000	\$0
.65-45 CRA Seg 4.2 Relo	\$634,000	\$32,000	\$403,000
.65-46 Odor Control	\$1,699,000	\$1,500,000	\$150,000
.65-49 CRA Seg 4.1 Relo	\$647,000	\$100,000	\$363,000
.65-51 Jamaican LS #74 Replacement	\$200,000	\$200,000	\$655,000
.65-52 Wildwood LS #19 Replacement	\$0	\$0	\$174,000
.65-57 PCB Parkway/Cauley Ave Reclaimed	\$1,253,000	\$1,977,000	\$0
.65-60 Cobb LS #73 Replacement	\$750,000	\$5,000	\$206,000
.65-62 CRA Seg 2 Relo	\$0	\$0	\$0
.65-63 Driftwood LS #4 Replacement	\$2,123,000	\$1,800,000	\$0
.65-69 UG Utility Sfe Room HMGP	\$0	\$5,000	\$132,000
.65-74 CRA Seg 3 Relo	\$1,054,000	\$800,000	\$950,000
.65-78 CRA Powell Adams Relo	\$70,000	\$0	\$89,000
.65-90 LS Upgrades/Other	\$200,000	\$403,000	\$17,787,000
.65-95 LS #21 IMPS	\$0	\$0	\$0
TOTAL CAPITAL OUTLAY	\$21,199,000	\$11,489,800	\$33,212,000
		-45.8%	189.1%
CONTRIBUTIONS			
.81-40 Bay County 800 MHz	\$0	\$163,450	\$0
TOTAL CONTRIBUTIONS	\$0	\$163,450	\$0
TOTAL BUDGET	\$29,954,300	\$20,323,700	\$43,121,500
		-32.2%	112.2%
			44.0%

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT : UTILITY DEBT SERVICE**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
401-3300-533			
.71-77 Debt Svc Principal 2020A Bonds	\$1,150,000	\$1,150,000	\$1,175,000
.71-78 Debt Svc Principal 2020B Bonds	\$80,000	\$80,000	\$0
.71-85 Debt Svc Principal 2022 Bonds	\$0	\$80,000	\$1,150,000
.71-93 Debt Svc Principal 2012 Bonds	\$1,020,000	\$1,020,000	\$0
.71-95 Debt Svc Principal Rev Certificates	\$125,000	\$125,000	\$125,000
.72-77 Debt Svc Interest 2020A Bonds	\$299,460	\$299,460	\$281,640
.72-78 Debt Svc Interest 2020B Bonds	\$216,860	\$216,860	\$0
.72-85 Debt Svc Interest 2022 Bonds	\$0	\$42,000	\$170,640
.72-93 Debt Svc Interest 2012 Bonds	\$462,430	\$51,000	\$0
.73-10 Other Debt Svc Costs	\$0	\$30,000	\$0
<u>TOTAL DEBT SERVICE</u>	<u>\$3,353,750</u>	<u>\$3,094,320</u>	<u>\$2,902,280</u>
		-7.7%	-6.2%
			-13.5%



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Joey St. Germain, Finance

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Budget discussion and hold a public hearing on the Street Department FY 2023 Budget.

4. AGENDA:

BUDGET WORKSHOP AND PUBLIC HEARING

5. IS THIS ITEM BUDGETED (IF APPLICABLE)?: N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

Financial Health

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

No monies of the City shall be disbursed except in pursuance of appropriations made by the City Council. The preliminary proposed budget for the ensuing fiscal year for the City's Street Department is presented to the Council for review, discussion, and modification as directed.

[FY 2023 Budget Workshop - Street Department.pdf](#)

Street Department

New Positions

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Street Mte. Worker	1	-	-	1	1
Fleet Service Mechanic ⁽¹⁾	0.2	-	-	-	-

(1) shared by Street (20%), Stormwater (20%), CRA (5%), Water (30%), WW (25%)

Machinery and Equipment

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Small Dump Truck ⁽²⁾	\$ -	\$ 45,000	\$ -	\$ -	\$ -
Boom Truck	-	-	-	200,000	-
Kubota	-	30,000	30,000	-	30,000
Mower	-	-	25,000	-	25,000
Utility Truck (50k each)	100,000	50,000	100,000	-	100,000
Std Truck	-	-	-	-	-
Boom Axe w/ Mini Excavator	100,000	-	-	-	-
Misc Equipment	-	-	50,000	-	50,000
Bush Hog w/New Mower	-	100,000	-	-	-
Trailer	20,000	-	-	-	-
Total	\$ 220,000	\$ 225,000	\$ 205,000	\$ 200,000	\$ 205,000

(2) shared by Street (50%), CRA (50%)

Capital

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
PW Safe Room HMGP ⁽³⁾	\$ 668,400	\$ -	\$ -	\$ -	\$ -
North RJ Blvd Imps	1,050,000	-	-	-	-
Hills Road Sidewalk	550,000	-	-	-	-
Total	\$ 2,268,400	\$ -	\$ -	\$ -	\$ -

(3) \$1m project shared by Street (68%), Stormwater (32%) partially funded by \$600k HMGP grant

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET

DEPARTMENT: STREET

		<u>ORIGINAL</u>	<u>AMENDED</u>	<u>PROPOSED</u>
		<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
		<u>2021-2022</u>	<u>2021-2022</u>	<u>2022-2023</u>
001-4100-541				
PERSONNEL SERVICES				
.12-10	Salaries Regular	\$778,000	\$745,500	\$893,000
.13-10	Salaries No Pension	\$0	\$0	\$0
.14-10	Salaries Overtime	\$12,000	\$12,000	\$15,000
.15-10	Salaries Special	\$12,000	\$12,000	\$6,000
.15-20	Vehicle Expense	\$1,400	\$1,400	\$1,400
.15-30	Incentive Pay	\$2,600	\$19,600	\$19,600
.15-60	Hiring Incentive / Referral	\$8,400	\$8,400	\$4,200
.21-10	Matching FICA	\$62,400	\$65,100	\$71,900
.22-10	Retirement	\$99,000	\$96,340	\$139,000
.23-10	Health Insurance	\$126,000	\$103,700	\$137,000
.23-20	Dental Insurance	\$6,000	\$6,100	\$6,000
.23-30	Life Insurance	\$6,700	\$6,900	\$7,400
.25-10	Unemployment Compensation	\$1,000	\$1,000	\$1,000
TOTAL PERSONNEL SERVICES		\$1,115,500	\$1,078,040	\$1,301,500
			-3.4%	20.7%
OPERATING EXPENSES				
.31-20	Professional Medical	\$900	\$900	\$1,000
.31-50	Professional Surveying / Plat Review	\$6,000	\$6,000	\$6,200
.31-60	Professional Other	\$50,900	\$25,900	\$70,700
.32-10	Accounting and Auditing	\$3,200	\$3,200	\$3,200
.34-10	Other Contractual Services	\$17,600	\$17,600	\$14,700
.40-10	Travel and Per Diem	\$5,000	\$5,000	\$5,200
.41-10	Communication	\$21,100	\$55,400	\$23,600
.42-10	Postage and Freight	\$500	\$500	\$600
.43-10	Utilities Electricity	\$227,200	\$277,200	\$310,000
.43-20	Utilities Waste Disposal	\$93,800	\$93,800	\$96,700
.44-10	Rentals and Leases	\$10,300	\$10,300	\$7,500
.45-10	Insurance Liability, Property, Etc.	\$151,000	\$151,000	\$148,300
.46-20	Repairs and Mte Mach and Eq	\$80,000	\$80,000	\$100,000
.46-50	Repairs and Mte Other	\$135,000	\$155,000	\$135,000
.46-70	Repairs and Mte Resurfacing	\$1,545,000	\$50,000	\$3,377,000
.47-10	Printing and Binding	\$1,000	\$1,000	\$1,100
.49-10	Other Current Charges	\$3,500	\$3,500	\$3,700
.51-10	Office Supplies	\$2,500	\$2,500	\$2,600
.52-10	Operating Supplies	\$88,900	\$59,300	\$105,400
.52-15	Signage Supplies	\$40,000	\$14,000	\$24,000
.52-20	Fuel, Oil and Lubricants	\$41,200	\$41,200	\$82,000
.53-20	Road Materials and Supplies	\$20,600	\$20,600	\$21,300
.54-10	Books, Pubs and Memberships	\$1,000	\$1,000	\$1,100
.55-10	Training and Education	\$8,300	\$8,300	\$8,600
.56-30	Permits and Registration Fees	\$4,500	\$4,500	\$4,700
TOTAL OPERATING EXPENSES		\$2,559,000	\$1,087,700	\$4,554,200
			-57.5%	318.7%
CAPITAL OUTLAY				
.60-10	Capital Outlay < \$5,000	\$15,300	\$15,900	\$0
.64-20	Machinery and Equipment	\$158,500	\$260,500	\$223,600
.65-75	PW Safe Room HMGP	\$0	\$1,000	\$668,400
.65-79	North RJ Blvd Imps	\$600,000	\$1,000	\$1,050,000
.65-85	CIP - Bay Parkway Phase II	\$0	\$1,600,000	\$0
.65-90	CIP - Other Sidewalks	\$500,000	\$150,000	\$550,000
TOTAL CAPITAL OUTLAY		\$1,273,800	\$2,028,400	\$2,492,000
			59.2%	22.9%
GRANTS AND AIDS				
.81-20	Bay Co. Transportation Planning Org	\$46,800	\$46,800	\$46,800
.81-40	Bay County 800 MHz	\$0	\$43,490	\$0
.81-50	Contribution to FDOT	\$80,000	\$80,000	\$0
TOTAL GRANTS AND AIDS		\$126,800	\$170,290	\$46,800
TOTAL BUDGET		\$5,075,100	\$4,364,430	\$8,394,500
			-14.0%	92.3%
				65.4%



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Joey St. Germain, Finance

2. MEETING DATE:

August 23, 2022

3. REQUESTED MOTION/ACTION:

Budget discussion and hold a public hearing on the Library Department FY 2023 Budget.

4. AGENDA:

BUDGET WORKSHOP AND PUBLIC HEARING

5. IS THIS ITEM BUDGETED (IF APPLICABLE)?: N/A

Detailed Budget Amendment Attached: N/A

6. IDENTIFY STRATEGIC PRIORITY:

Financial Health

7. BACKGROUND: WHY IS THE ACTION NECESSARY? WHAT GOAL WILL BE ACHIEVED?

No monies of the City shall be disbursed except in pursuance of appropriations made by the City Council. The preliminary proposed budget for the ensuing fiscal year for the City's Library Department is presented to the Council for review, discussion, and modification as directed.

[FY 2023 Budget Workshop - Library Department.pdf](#)

Library Department

Capital

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
New HVAC system	\$ 200,000	\$ -	\$ -	\$ -	\$ -

CITY OF PANAMA CITY BEACH BUDGET WORKSHEET**DEPARTMENT: LIBRARY**

	<u>ORIGINAL</u> <u>BUDGET</u> <u>2021-2022</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2021-2022</u>	<u>PROPOSED</u> <u>BUDGET</u> <u>2022-2023</u>
001-7100-571			
<u>OPERATING EXPENSES</u>			
.31-60 Professional Other	\$600	\$600	\$1,500
.34-10 Other Contractual Services	\$214,000	\$214,000	\$21,000
.41-10 Communication	\$900	\$900	\$1,000
.43-10 Utilities Electric	\$17,400	\$32,000	\$38,000
.45-10 Insurance Liability, Property, Etc.	\$9,000	\$9,000	\$15,000
.46-50 Repairs and Maintenance Other	\$35,000	\$35,000	\$51,000
.49-10 Other Current Charges	\$400	\$400	\$500
.51-10 Office Supplies	\$0	\$0	\$0
.52-10 Operating Supplies	\$300	\$300	\$400
<u>TOTAL OPERATING EXPENSES</u>	<u>\$277,600</u>	<u>\$292,200</u>	<u>\$128,400</u>
		5.3%	-56.1%
<u>CAPITAL OUTLAY</u>			
.64-20 Machinery & Equipment	\$0	\$0	\$200,000
<u>TOTAL CAPITAL OUTLAY</u>	<u>\$0</u>	<u>\$0</u>	<u>\$200,000</u>
<u>TOTAL BUDGET</u>	<u>\$277,600</u>	<u>\$292,200</u>	<u>\$328,400</u>
		5.3%	12.4%
			18.3%