

City of Port St. Lucie

City Council / City Staff Workshop

Meeting Minutes

121 SW Port St. Lucie
Blvd.
Port St. Lucie, Florida
34984

Shannon M. Martin, Mayor

Jolien Caraballo, Vice Mayor, District IV
Stephanie Morgan, Councilwoman, District I
Dave Pickett, Councilman, District II
Anthony Bonna, Councilman, District III

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Thursday, July 21, 2022

8:30 AM

**Community Center, 2195 SE Airoso
Blvd**

1. Meeting Called to Order

A City Council/City Staff Retreat of the CITY COUNCIL of the City of Port St. Lucie was called to order by Mayor Martin on July 21, 2022 at 8:30 a.m., at City of Port St. Lucie Community Center, 2195 SE Airoso Blvd., Port St. Lucie, FL 34984.

2. Roll Call

Councilmembers Present:

Mayor Martin

Vice Mayor Caraballo

Councilwoman Morgan

Councilman Pickett

Councilman Bonna

3. Pledge of Allegiance

Mayor Martin led the assembly in the Pledge of Allegiance.

4. Public to be Heard

(Clerk's Note: This item was heard after item 5a.)

Resident Diane Goldberg spoke on a request to double funds for invasive plant removal.

5. Workshop Business

5.a City Manager's FY 2022-23 Proposed Budget Overview

[2022-627](#)

(Clerk's Note: This item was heard after item 3.)

(Clerk's Note: A PowerPoint presentation was shown at this time.) City Manager Blackburn provided information on City accomplishments and statistics including where the City ranked in various surveys, and data for the City's self-conducted survey. He then discussed recommendations for the FY 22/23 Budget.

City Manager Blackburn discussed the Budget Strategy and highlighted the 7 goals for the budget. He then discussed the desired outcomes which included items such as: Setting the preliminary millage (tax rate), authorizing the preparation and advertising for the resolution to adopt FY 22/23 fee schedules, and setting hearing dates. He also discussed the proposed budget which held costs for the Fiscal Year and General Fund, amongst other various City funds. City Manager Blackburn then presented on budget constraints, stating that City funds were highly regulated by state laws and federal/state regulations over grants. City Manager Blackburn discussed various types of economic considerations including: High inflation, improved housing market, property values, homesteaded property, wellness programs, interest rates, new construction, growth in population, and unemployment. He stated that the ad valorem tax had grown, and the trend was expected to continue. He then stated his objectives which included proposals such as: Implementing the City Council's long-term strategic plan, maintaining the ranking as one of Florida's safest cities, enhancing current levels of service, maintaining the City's infrastructure, creating a budget for continued debt reduction, and planning to be adequately prepared for emergencies.

City Manager Blackburn then presented the budget history by discussing taxable value trends and new construction. He provided further details on the millage rate history such as the impact that the reduction had on City taxes, and rates to property owners. He then discussed the budget and expenditure history of the General Fund, as well as the major revenue trends which included: Ad Valorem tax, sales tax, electric franchise fee, utility tax, communication service tax, building permit fee, and gas tax.

City Manager Blackburn presented his proposed budget by discussing revenue assumptions, expenditure assumptions, debt reduction, long-term debt per resident, and General Fund costs by department. He also discussed proposed staffing changes, stating that due to population growth, the City would need to acquire more employees,

and he gave a recommendation of an additional 67 full-time employees. He detailed the positions needed in various departments such as the Police Department, Parks & Recreation, and Utilities amongst others. City Manager Blackburn then concluded his presentation with staff recommendations.

Vice Mayor Caraballo asked for information on the unallocated new dollars, to which City Manager Blackburn provided details and stated that there was \$2.5 million unallocated. Vice Mayor Caraballo asked if there were any unallocated reserves above the current policy rate, to which City Manager Blackburn responded in the affirmative.

(Clerk's Note: A break was called at this time.)

- 5.b** Tentative Approval of the City Manager's Fiscal Year (FY) 2022-23 Proposed Budget, Setting the Hearing Dates, and Setting the Tentative Millage Rate (the Rate of which cannot be Exceeded).

[2022-595](#)

(Clerk's Note: Item 4 was heard at this time.)

(Clerk's Note: A PowerPoint presentation was shown at this time.) OMB Director Caroline Sturgis presented on the Fiscal Year 22-23 proposed budget. She provided a budget overview and operating budget recommendations, as well as discussed the General Fund and enhancements. She then presented on the Department Budget for every department within the organization starting with the City Council, City Manager's Office, City Clerk's Office, Finance, Human Resources, Risk Management, and Communications. Councilwoman Morgan requested an update on Communications obtaining additional space in their department, and informed that she believed that the full-time position that was not approved was important and should be discussed. She also asked if they could increase the message for TV20 due to the current use of streaming. City Manager Blackburn stated that the allocated budget to redo the first floor of City Hall would also look at maximizing more space for the Communications Department, and that the position was not a bad position, but that they needed to come up with the right balance. Sarah Prohaska, Communications Director, discussed the new position, stating that the best way to fulfill their goal was adding this position. A discussion was then held on the future of the City because of growth and the addition of more positions within the organization.

Ms. Sturgis continued the Department Budget presentation with Emergency Operations and Neighborhood Services. Mayor Martin asked if Solid Waste would become its own division within Neighborhood Services, to which City Manager Blackburn replied that it was an option being considered.

Ms. Sturgis continued the Department Budget presentation with Information Technology and Office of Management and Budget. Mayor Martin requested that they go over the details of the changes to Procurement and Contracts Manager, and how it worked in conjunction with the departments to ensure that they were managed properly, to which Ms. Sturgis and City Manager Blackburn detailed the request.

Ms. Sturgis continued the Department Budget presentation with the City Attorney's Office and Planning & Zoning. Discussion was held on Planning & Zoning positions.

(Clerk's Note: A lunch break was called at this time.)

Ms. Sturgis continued the Department Budget presentation with discussion on the Police Department. Mayor Martin expressed her concerns with implementing the budget, District 5, the addition of positions and structure, and planning for growth. Chief Bolduc discussed the training facility, finalizing District 5, and recruiting new Officers. The Council and Chief Bolduc then held further discussions on the department.

Ms. Sturgis continued the Department Budget presentation with Keep Port St. Lucie Beautiful, Facilities Maintenance, Parks & Recreation (including the Saints Golf Course), MidFlorida Credit Union Event Center, Community Redevelopment Agency, Public Works, Building, Utilities and the Medical Fund. She then presented on other Special Revenue Funds and Fees including Mobility, Parks Impact, Police Impact, and Municipal Complex Impact.

Ms. Sturgis presented on the Capital Budget. Mayor Martin stated that the \$3.5 million for the Port District Tower was not a priority and requested it to be removed, and Ms. Sturgis added that from the presentation given in April they had reduced it, so the budget included \$2.6 million.

Discussion was held on the various presentation topics, and Kate

Parmelee, Strategic Initiatives Director, stated that they were pursuing grants to leverage existing parks and they would need match funding for those park projects, and recommended to the Council that those could be another source for funding if the Council wished to reserve it.

Councilwoman Morgan asked about the employees and funding regarding Solid Waste, to which City Manager Blackburn informed that the full-time employees would all be funded out of the Solid Waste Fee, and 3 Litter-Crew employees were moved out of the Solid Waste Fund and into the General Fund.

Ms. Sturgis finalized the presentation with updates and staff recommendations.

(Clerk's Note: A break was called at this time.)

City Manager Blackburn and the City Council discussed positions that were not yet approved, unallocated funds, and various project funding such as stormwater, parks, and solid waste. After discussion, Ms. Sturgis asked if it was correct that of the \$2.5 million in unallocated funds, \$300,000 would then be left over, to which Mayor Martin responded in the affirmative. The Council then further discussed stormwater, and allocated funding for the following: Savona/Gatlin \$600,000, Torino Turning Lane \$125,000, Invasive Species \$275,000 (additional \$150,000), and City Manager Blackburn recommended holding off on the concession at Jessica Clinton Park in case there was a grant obtained.

(Clerk's Note: A break was called at this time.)

There being no further discussion, Vice Mayor Caraballo moved to approve the amended Operating Millage Rate at 4.7307. Councilman Pickett seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Councilman Bonna moved to approve the Debt Service Millage for Crosstown at 0.5693. Councilwoman Morgan seconded the motion which passed unanimously by roll call vote.

There being no further discussion, Vice Mayor Caraballo moved to approve additional staffing with amendments. Councilman Pickett seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Councilwoman Morgan moved to approve a 1.5% increase to Water and Sewer Rates. Vice Mayor Caraballo seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Vice Mayor Caraballo moved to approve the Solid Waste Rate. Councilwoman Morgan seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Vice Mayor Caraballo moved to approve a one-time solid waste credit. Councilman Bonna seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Councilman Pickett moved to approve the amended Capital Budget. Councilwoman Morgan seconded the motion, which passed unanimously by roll call vote.

There being no further discussion, Councilman Pickett moved to set the Public Hearing dates for September 12, 2022 and September 26, 2022. Vice Mayor Caraballo seconded the motion, which passed unanimously by voice vote.

- 5.c** Hear a Presentation from the Budget Advisory Committee regarding Their Recommendations Following Review of the National Golf Foundation's Findings and Suggested Improvements for The Saints Golf Club and Determine Future Assignments for the Budget Advisory Committee.

[2022-597](#)

Chair Charles D'Agata presented the Budget Advisory Committee FY 21/22 Assignments and spoke on the Saints Golf Course. He informed that the Saints was a viable Enterprise Fund as it met and exceeded the criteria of an Enterprise Fund and had proven so for many years. He then discussed the Saints' financial reports and the strategic outlook. He concluded the presentation by discussing the Committee's recommendations and stated that they had nearly completed the review of the Financial Management Department's Contracts Management Program and would be commencing a Special Revenue Funds review.

Mayor Martin recommended that the Budget Advisory Committee partner with members of the Solid Waste Task Force.

6. Adjourn

There being no further discussion, the meeting adjourned at 5:16 p.m.

Sally Walsh, City Clerk

Jasmin De Freese, Deputy City Clerk