

**MINUTES OF THE FY 2021 - 2022 BUDGET WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA, HELD AT 2775 GARRISON AVENUE, August 3, 2021, AT 11:00 A.M.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, Financial Director Mike Lacour, Police Chief Jake Richards, Public Works Director John Grantland, Surface Water Treatment Plant Superintendent Larry McClamma, and Wastewater Treatment Plant Superintendent Kevin Pettis were also present. Commissioner Lowry joined the meeting at 11:07.

The purpose of the Workshop was to review the FY 2021 – 2022 Budget.

Mr. Anderson provided the Commissioners with an overview of the budget, and requested direction from them on how to proceed with the budget. He noted the AD Tax would remain at 3.5914 for the coming year. The Enterprise Funds, Water and Sewer Funds were referenced and that the City should be able to hold the line on current rates. A 3% increase is noted in the current Utility Rate Ordinance for next year, but refinancing of the current loan should cover the need for an increase.

Finance Director, Mike Lacour, reviewed the Outstanding Issues – Key Components; Staffing Changes; Revenue Generators; Long Avenue Project; General Fund Capital Expenditures; Department Contingency 2021-2022 Budget; Grant Projects for 2021-2022 Budget; and Non-Departmental Funds.

The rates for Health insurance, Liability Insurance, Property Insurance, and Workers Comp have not been determined as of today. Mr. Van Lierop is working on this and will let the City know what the rates will be as soon as he receives them.

Chief Richards discussed the Police Department and how the salary increases were determined, the need for a full-time administrative assistant, possibly considering part time employees as 1099 employees, and noted there is currently one open position in the department.

Chester Davis, of the NPSJ PAC, asked that the Commission look at the CRA funds as they want a CRA Director. It was noted that the City would pay \$8,361 in TIF Funds and anticipate that the County will pay approximately \$16,000. Combined, there would be approximately \$25,000 for the entire expanded boundary area.


The next Budget Workshop will be held in the City Commission Meeting Room at Ward Ridge on Tuesday, August 17, 2021, at 11:00 A.M.

Mayor Buzzett adjourned the meeting at 11:50 A.M.

Approved this 17<sup>th</sup> day of August 2021.

  
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Rex Buzzett, Mayor

8/17/21  
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Date

  
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Charlotte M. Pierce, City Clerk

8/17/21  
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Date