
ROCKLEDGE CITY COUNCIL FINANCE & BUDGET COMMITTEE MEETING MINUTES

WEDNESDAY, JUNE 8, 2022 ♦ 5:30 P.M.

MAYOR PRICE, CHAIR; COUNCILMEN DASKI, FORESTER & FERGUSON

1. CALL TO ORDER / ROLL CALL

The Council Finance & Budget Committee met on Wednesday, June 8, 2022, at 5:30 p.m. in the Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

MEMBERS PRESENT:	Thomas J. Price	Chairman
	Dr. R. Shaun Ferguson	Committee Member
	Frank T. Forester	Committee Member <i>(arrived at 5:31 p.m.)</i>
	Duane A. Daski	Committee Member
	Dr. Brenda Fettrow	City Manager
	Jennifer M. LeVasseur	City Clerk & Public Relations Officer
STAFF PRESENT:	Matthew Trine	Assistant City Manager & Finance Director
	John Cooper	Planning Director
	Joseph P. LaSata	Public Safety Director/Chief of Police
	Victor "VJ" Karycki	Public Works Director
	James Elmore	Wastewater Treatment & Water Reclamation Director
OTHERS PRESENT:	Joseph E. Miniclier	City Attorney

With a quorum present, the meeting was called to order by Chairman Thomas J. Price.

2. UNFINISHED BUSINESS

- None

3. NEW BUSINESS

A. Presentations

1. Accomplishments – Fiscal Year 2022

City Manager Fettrow outlined the accomplishments that have taken place throughout the City, to date, during Fiscal Year 2022.

2. Draft Budget Review for Fiscal Year 2023

City Manager Fettrow provided a high-level report on the budget for Fiscal Year 2023 and referenced a number of documents the Committee members had before them. The proposed Fiscal Year 2023 budget is formulated utilizing the following parameters:

A millage rate of 5.94.

Ten to eleven percent raises for employees, dependent upon salary.

A seven percent increase in healthcare costs; however, a request for proposals will be issued in July.

Three additional full-time employees (one Police Officer, two Sanitation Truck Relief Drivers).

\$1,170,187.00 in reserve funds to balance the budget, in addition to \$600,742.00 for the Fire Station Hardening matching funds.

The Committee discussed the importance of retaining quality employees.

Committee Member Forester moved to recommend to the full Council a salary increase of ten percent for employees making over \$75,000.00 and a salary increase of eleven percent for employees making \$75,000.00 or less for non-union City employees, with the understanding that negotiations with the unions will be required and to authorize the City Manager to address any salary compression issues that may result from said increases; seconded by Committee Member Daski. The motion passed without objection (4).

City Manager Fettrow explained the process for raising the hourly base rate once the raises go into effect and noted that salaries of current employees must be considered.

Committee Member Forester moved to recommend to the full Council authorization for the City Manager to adjust the hourly base rate in accordance with the salary increases; seconded by Committee Member Daski. The motion carried by unanimous vote (4).

City Manager Fettrow referenced a document illustrating the budgeted ARPA expenditures for Fiscal Year 2023, and the Committee discussed a few of the proposed projects.

Committee Member Daski moved to recommend to the full Council approval of the American Rescue Plan Act (ARPA) expenditure list; seconded by Committee Member Ferguson. The motion passed unanimously (4).

City Manager Fettrow elaborated on the personnel needs of the Police Division and Sanitation Division and confirmed that staff will research arm

trucks that require only one employee to operate, similar to what Waste Management uses.

Committee Member Ferguson moved to recommend to the full Council approval of the addition of three full time employees (one Police Officer, two Sanitation Truck Relief Drivers); seconded by Committee Member Daski. The motion carried without objection (4).

a. Fees and Charges

1) Tentative Millage Rate

City Manager Fettrow referenced two charts illustrating historic millage rates and property tax revenues, as well as the preliminary millage rate analysis for Fiscal Year 2023. She reported that the budget as presented with a millage rate of 5.94 mills results in a 7.10% tax increase. The Committee discussed various millage rates and resulting tax increases and directed staff to bring back to the next meeting potential millage rates for consideration that result in a tax increase of less than 6%.

City Manager Fettrow and Assistant City Manager/Finance Director Trine responded to questions from the Committee regarding various line items.

At 6:43 p.m., Chairman Price called for a recess. The meeting was called back to order at 6:48 p.m.

City Manager Fettrow referenced a document illustrating the proposed increases in Sanitation and Wastewater rates over the next three fiscal years and explained that the increases are due to a significant increase in operational costs.

2) Sanitation Fund

The Committee requested that staff provide information at the next meeting regarding proposed rates from Waste Management and other municipalities in Brevard County. Additionally, challenges were discussed relating to converting trucks to natural gas.

Committee Member Ferguson moved to recommend to the full Council an increase in the rate for residential garbage, recycling, and refuse collection by 5 percent each year for each of three years, beginning October 1, 2022; seconded by Committee Member Daski. The motion passed without objection (4).

Committee Member Ferguson moved to recommend to the full Council an increase in the rate for commercial dumpster collection per cubic yard and can collection by 5 percent each

year for each of three years, beginning October 1, 2022; seconded by Committee Member Daski. The motion carried unanimously (4).

3) Wastewater Fund (*heard before item 2.a.2*)

Committee Member Daski moved to recommend to the full Council an increase in the base rate by 5 percent each year for each of three years, beginning October 1, 2022; seconded by Committee Member Ferguson. The motion carried without objection (4).

Committee Member Daski moved to recommend to the full Council the allocation of \$8.00 from the new base rate into Operations, 60 percent of the remainder into the R&R Fund, and 40 percent of the remainder into the Capital Improvement Reserve Fund, beginning October 1, 2022; seconded by Committee Member Ferguson. The motion carried by unanimous vote (4).

Committee Member Daski moved to recommend to the full Council an increase of 5 percent per year for each of three years on the usage charge per 1,000 gallons, beginning October 1, 2022; seconded by Committee Member Ferguson. The motion passed unanimously (4).

B. Discussion

1. Investment Policy of the City

City Manager Fettrow explained that, pursuant to "Exhibit A" of Resolution No. 2019-818, the City's Investment Policy is to be reviewed annually by the Finance & Budget Committee. If desired, the Committee can make recommendations to City Council for modifications to this Policy, if deemed necessary. City Manager Fettrow provided a brief overview of the current Investment Policy, with which the City is in full compliance as it is written.

Committee Member Daski moved to accept the investment policy as written; seconded by Committee Member Ferguson. The motion passed without objection (4).

2. FSS §112.048 – Voluntary Retirement with Half Pay for Elective Officers of Cities or Towns

Mayor Price reported that Councilman Emeritus Dr. Joe Lee Smith and Councilwoman Georgia Phillips did not receive the statutory retirement benefit due to brief periods of broken service, as the statutory benefit provides for 20 years of unbroken service. City Attorney Miniclier confirmed that Council is permitted by Statute to establish a plan more

flexible than what is statutorily provided. A more flexible plan that would apply to elected officials with 20 years of cumulative service would not provide "backpay" for the time period between retirement and adoption of the Ordinance/plan, but those individuals would be able to begin collecting a benefit once the Ordinance/plan was adopted.

Committee Member Forester moved to recommend to full Council that an Ordinance be drafted to modify the retirement benefit for City Council Members who have served 20 years or more, to remove the restriction that service be consecutive, and to establish it as best determined by the City Manager and City Attorney; seconded by Committee Member Daski. The motion carried unanimously (4).

NOT AN AGENDA ITEM

City Manager Fettrow introduced the Capital Improvement Plan and offered an overview of the planned expenditures over the next five years. She noted that the Plan is reviewed annually and is fluid and thus can be adjusted accordingly.

Committee Member Forester moved to recommend to the full Council approval of the Capital Improvement Plan as presented and to authorize it to be transmitted to the State; seconded by Committee Member Ferguson. The motion passed without objection (4).

City Manager Fettrow reminded the Committee that the next meeting is scheduled for June 15th at 4:00 p.m.

4. ADJOURN

There being no further business to come before the Committee, Chairman Price declared the meeting to be adjourned at 7:24 p.m.

SUBMITTED BY:

Jennifer M. LeVasseur

City Clerk & Public Relations Officer