



City of South Pasadena

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A G E N D A

AGENDA MEETING
SOUTH PASADENA, FLORIDA

TUESDAY, OCTOBER 7, 2014
COMMISSION CHAMBERS 9:00 A.M.

CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL

PROPOSED AGENDA FOR THE TUESDAY, OCTOBER 14, 2014 REGULAR COMMISSION MEETING

DISCUSSION ITEMS

PUBLIC HEARING

1. ORDINANCE NO. 2014-02 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING ORDINANCE NO. 2013-02, THE CITY'S FISCAL 2013/2014 BUDGET, ADJUSTING CERTAIN GENERAL FUND REVENUES RESULTING IN NET REVENUE BUDGET REDUCTIONS OF \$45,650 INCLUDING DECREASING PROJECTED RED LIGHT CAMERA REVENUES AND INCREASING BUILDING PERMIT REVENUES, ELECTRIC UTILITY TAX REVENUES, RECYCLING GRANT REVENUES AND FIRE INSURANCE PREMIUM TAXES; ADJUSTING CERTAIN GENERAL FUND APPROPRIATIONS RESULTING IN A NET REDUCTION TO EXPENDITURES TOTALING \$32,215 INCLUDING INCREASING THE LEGISLATIVE BUDGET FOR LEGAL SERVICES BY \$20,000, PROVIDING A NET DECREASE IN FIRE DEPARTMENT PENSION, HEALTH AND RETIREMENT CONTINGENCY APPROPRIATIONS TOTALING \$61,990, PROVIDING A NET INCREASE IN PUBLIC WORKS APPROPRIATIONS TOTALING \$5,275 FOR NPDES CONSULTANT FEES AND TELEPHONE BUDGET SHORTAGE AND PROVIDING FOR AN INCREASE IN FUNDING FOR CULTURE SERVICES FOR CITIZEN LIBRARY CARD REBATES IN THE AMOUNT OF \$4,500; DECREASING THE PUBLIC SAFETY CAPITAL IMPROVEMENTS BUDGET BY \$615,000 FOR FIRE TRUCK REFURBISHING AND FIRE STATION IMPROVEMENTS WHICH HAVE BEEN MOVED TO THE 2014/2015 FISCAL YEAR; DECREASING THE TRANSPORTATION CAPITAL IMPROVEMENTS BUDGET BY \$500,000 TO REFLECT THE CARDNO TBE PROJECT OPTION APPROVED BY THE CITY COMMISSION FOR THE PASADENA ISLE PAVING PROJECT; INCREASING CAPITAL IMPROVEMENTS MISCELLANEOUS REVENUE BY \$10,100 FOR ESTIMATED INSURANCE RECOVERY ON DAMAGE TO TWO PUBLIC WORKS VEHICLES; PROVIDING FOR AN EFFECTIVE DATE - SECOND AND FINAL READING - ELSON.

AGENDA MEETING
TUESDAY, OCTOBER 7, 2014 - 9:00 A.M.

UNFINISHED BUSINESS

NONE

CONSENT AGENDA

Resolutions and Motions of a non-controversial nature may be placed on the Consent Agenda. One motion for approval is required to pass the entire Consent Agenda; however, any item(s) may be removed prior to motion for approval.

2. APPROVAL OF COMMISSION MEETING MINUTES FOR MONTH OF SEPTEMBER, 2014 ON FILE IN CITY CLERK'S OFFICE AGENDA MEETING, SEPTEMBER 2, 2014; ADMINISTRATIVE WORKSHOP MEETING, SEPTEMBER 2, 2014; REGULAR COMMISSION MEETING, SEPTEMBER 10, 2014; ADMINISTRATIVE WORKSHOP MEETING, SEPTEMBER 17, 2014; SPECIAL COMMISSION MEETING, SEPTEMBER 17, 2014.
3. ACCEPTANCE OF FINANCIAL REPORTS FOR THE MONTHS OF MARCH, APRIL, MAY AND JUNE 2014 (ON FILE IN THE FINANCE DEPARTMENT).

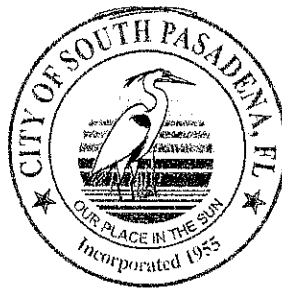
NEW BUSINESS

4. RESOLUTION NO. 2014-17 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, ADOPTING AN ITEMIZED BUDGET FOR THE CITY FOR FISCAL YEAR 2014/2015 - ELSON.
5. RESOLUTION NO. 2014-18 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, PROHIBITING OFFICIAL CITY CORRESPONDENCE FROM THE MAYOR OR ANY COMMISSIONER WITHOUT PRIOR REVIEW AND APPROVAL OF THE CITY, AND REQUIRING SUBMITTAL TO READING FILE - NEIDINGER.
6. RESOLUTION NO. 2014-19 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, ESTABLISHING A POLICY FOR TRANSCRIPTION OF THE RECORD OF CITY COMMISSION OR BOARD MEETINGS - PENNY.

ADJOURN

Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. In accordance with Florida Statutes, you are hereby notified that if a person decides to appeal any decision made by the Board, Agency or Commission with respect to any matter considered at such meeting or hearing as noticed in this notice, he will need to insure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based. Any persons who may need such a record can arrange for a court reporter to attend the public hearing.

In accordance with the Americans with Disabilities Act and F.S. 286.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the Clerk's Office at (727) 347-4171 at least 72 hours prior to the meeting.



Ordinance: NO. 2014-02

Date Submitted: 08/27/2014

Resolution:

Agenda Meeting Date: 09/02/2014

Motion:

Regular Meeting Date: 09/10/2014

Information Only
No Action Needed:

Submitted By: COMMISSIONER ELSON *ME*

Written By:

Discussion:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2014-02 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING ORDINANCE NO. 2013-02, THE CITY'S FISCAL 2013/2014 BUDGET, ADJUSTING CERTAIN GENERAL FUND REVENUES RESULTING IN NET REVENUE BUDGET REDUCTIONS OF \$45,650 INCLUDING DECREASING PROJECTED RED LIGHT CAMERA REVENUES AND INCREASING BUILDING PERMIT REVENUES, ELECTRIC UTILITY TAX REVENUES, RECYCLING GRANT REVENUES AND FIRE INSURANCE PREMIUM TAXES; ADJUSTING CERTAIN GENERAL FUND APPROPRIATIONS RESULTING IN A NET REDUCTION TO EXPENDITURES TOTALING \$32,215 INCLUDING INCREASING THE LEGISLATIVE BUDGET FOR LEGAL SERVICES BY \$20,000, PROVIDING A NET DECREASE IN FIRE DEPARTMENT PENSION, HEALTH AND RETIREMENT CONTINGENCY APPROPRIATIONS TOTALING \$61,990, PROVIDING A NET INCREASE IN PUBLIC WORKS APPROPRIATIONS TOTALING \$5,275 FOR NPDES CONSULTANT FEES AND TELEPHONE BUDGET SHORTAGE AND PROVIDING FOR AN INCREASE IN FUNDING FOR CULTURE SERVICES FOR CITIZEN LIBRARY CARD REBATES IN THE AMOUNT OF \$4,500; DECREASING THE PUBLIC SAFETY CAPITAL IMPROVEMENTS BUDGET BY \$615,000 FOR FIRE TRUCK REFURBISHING AND FIRE STATION IMPROVEMENTS WHICH HAVE BEEN MOVED TO THE 2014/2015 FISCAL YEAR; DECREASING THE TRANSPORTATION CAPITAL IMPROVEMENTS BUDGET BY \$500,000 TO REFLECT THE CARDNO TBE PROJECT OPTION APPROVED BY THE CITY COMMISSION FOR THE PASADENA ISLE PAVING PROJECT; INCREASING CAPITAL IMPROVEMENTS MISCELLANEOUS REVENUE BY \$10,100 FOR ESTIMATED INSURANCE RECOVERY ON DAMAGE TO TWO PUBLIC WORKS VEHICLES; PROVIDING FOR AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2014-02 ON FIRST READING SEPTEMBER 10, 2014

TO ADOPT ORDINANCE NO. 2014-02 ON SECOND AND FINAL READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2014-02

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING ORDINANCE NO. 2013-02, THE CITY'S FISCAL 2013/2014 BUDGET, ADJUSTING CERTAIN GENERAL FUND REVENUES RESULTING IN NET REVENUE BUDGET REDUCTIONS OF \$45,650 INCLUDING DECREASING PROJECTED RED LIGHT CAMERA REVENUES AND INCREASING BUILDING PERMIT REVENUES, ELECTRIC UTILITY TAX REVENUES, RECYCLING GRANT REVENUES AND FIRE INSURANCE PREMIUM TAXES; ADJUSTING CERTAIN GENERAL FUND APPROPRIATIONS RESULTING IN A NET REDUCTION TO EXPENDITURES TOTALING \$32,215 INCLUDING INCREASING THE LEGISLATIVE BUDGET FOR LEGAL SERVICES BY \$20,000, PROVIDING A NET DECREASE IN FIRE DEPARTMENT PENSION, HEALTH AND RETIREMENT CONTINGENCY APPROPRIATIONS TOTALING \$61,990, PROVIDING A NET INCREASE IN PUBLIC WORKS APPROPRIATIONS TOTALING \$5,275 FOR NPDES CONSULTANT FEES AND TELEPHONE BUDGET SHORTAGE AND PROVIDING FOR AN INCREASE IN FUNDING FOR CULTURE SERVICES FOR CITIZEN LIBRARY CARD REBATES IN THE AMOUNT OF \$4,500; DECREASING THE PUBLIC SAFETY CAPITAL IMPROVEMENTS BUDGET BY \$645,000 FOR FIRE TRUCK REFURBISHING AND FIRE STATION IMPROVEMENTS WHICH HAVE BEEN MOVED TO THE 2014/2015 FISCAL YEAR; DECREASING THE TRANSPORTATION CAPITAL IMPROVEMENTS BUDGET BY \$500,000 TO REFLECT THE CARDNO TBE PROJECT OPTION APPROVED BY THE CITY COMMISSION FOR THE PASADENA ISLE PAVING PROJECT; INCREASING CAPITAL IMPROVEMENTS MISCELLANEOUS REVENUE BY \$10,100 FOR ESTIMATED INSURANCE RECOVERY ON DAMAGE TO TWO PUBLIC WORKS VEHICLES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Red Light Camera violations are declining and it is projected that fine revenues will be approximately \$475,000 compared to the \$690,000 originally budgeted, and the Finance Department is recommending a revenue budget decrease of \$215,000 for Red Light Camera revenues, and

WHEREAS, revenue increases for Building Permits and Licenses of \$138,350 are projected due to increased construction and economic activity in the City bringing total estimated Building Permit and License revenues to \$362,400 and revenue increases of \$20,000 for Electric Utility Taxes are projected bringing the total to \$500,000 originally budgeted, and

WHEREAS, the City collected approximately \$3,900 in Recycling Grant Funds from Pinellas County and an additional \$7,100 over budget for Fire Insurance Premium Taxes passed through by the State of Florida, and

WHEREAS, the estimated revenue increases of \$169,350 and revenue decrease of \$215,000 are significant, budget amendments should be made to properly reflect Red Light Camera revenues, Permitting activity and other collections for fiscal 2014, and

WHEREAS, the City budgeted \$55,000 for Outside Legal Services provided by GrayRobinson and Rahdert, Steele, Reynolds and Driscoll and the City has expended this amount for services through June 2014, and the Finance Department has estimated legal services through September 30, 2014 of \$75,000 and is requesting \$20,000 in additional funding for fiscal 2014, and

WHEREAS, the Finance Department has identified the following Appropriations that need additional funding to complete the current fiscal year:

- Increase Fire Insurance Premium Tax expenditure by \$7,100 to a total of \$48,915
- Increase Library Card Rebate appropriation by \$4,500 to \$21,000
- Increase Public Works Professional Services by \$3,100 to \$5,600 to cover additional NPDES Consultant Costs and to Telephone by \$2,175 to \$5,800 to cover under estimated Earthlink costs, and

WHEREAS, the Finance Department has identified \$69,090 in Public Safety Appropriations that may be decreased to cover the needed appropriation increases and a portion of the estimated revenue decreases above; including decreases to Health Insurance of \$10,540, Fire Pension Contributions of \$28,550 and Retirement Contingency costs of \$30,000 that will not be used in fiscal 2014, and

WHEREAS, the City budgeted \$1,000,000 to cover the most expensive paving option for the Pasadena Isle Paving Project and has subsequently analyzed three potential options provided by Cardno TBE and chose a less expensive option costing \$424,125, and the Finance Department has determined \$500,000 to be a fair estimation of total costs for the paving project, and

WHEREAS, approximately \$145,000 of the \$175,000 budget for modifications Fire Station 20 and approximately \$470,000 for

refurbishing Ladder Truck 20 will not be spent in fiscal 2014 and have been moved to fiscal 2015, and

WHEREAS, the City is expecting approximately \$10,100 in insurance reimbursements to its Capital Improvement Fund for truck damage caused by a vehicle accident on August 8, 2014.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of South Pasadena, Florida:

SECTION 1. Section 1 of Ordinance No. 2013-02 is hereby amended as follows:

- 1) General Fund - Fund Balance is hereby increased \$13,435 from \$744,110 to \$757,545 and , Utility Taxes - General Fund is hereby increased \$20,000 from \$835,150 to \$855,150 and, Licenses and Permits - General Fund is increased by \$138,350 from \$223,450 to \$361,800 and, Intergovernmental Revenue - General Fund is increased by \$7,100 from \$1,290,360 to \$1,297,460 and, Fines and Forfeitures - General Fund is decreased by \$215,000 from \$696,000 to \$481,000 and, Miscellaneous Revenue - General Fund is increased by \$3,900 from \$23,600 to \$27,500, thereby decreasing Total Estimated Revenues and Fund Balance - General Fund by \$32,215 from \$5,057,470 to \$5,025,255, and
- 2) General Fund Appropriations - General Government is hereby increased by \$20,000 from \$690,715 to \$710,715 and, General Fund Appropriations - Public Safety are decreased by \$61,990 from \$3,578,495 to \$3,516,505 and, General Fund Appropriations - Public Works and Transportation is increased by \$5,275 from \$744,860 to \$750,135 and, General Fund Appropriations - Culture and Recreation is increased \$4,500 from \$24,900 to \$29,400, thereby decreasing Total Appropriations General Fund and Total Appropriations and Reserves - General Fund by \$32,215 from \$5,057,470 to \$5,025,255, and
- 3) Capital Improvements Fund - Fund Balance is hereby decreased by \$1,125,100 from \$1,625,700 to \$500,600 and Miscellaneous Revenue- Capital Improvements Fund is hereby increased by \$10,100 from \$12,800 to \$22,900, thereby decreasing Total Estimated Revenues and Fund Balance - Capital Improvements Fund by \$1,115,000 from \$2,114,100 to \$999,100, and
- 4) Capital Improvements Fund Appropriations - Public Safety is hereby decreased by \$615,000 from \$806,700 to \$191,700 and Capital Improvements Fund Appropriations - Public Works and Transportation is hereby decreased by \$500,000 from

\$1,038,000 to \$538,000, thereby decreasing Total Appropriations - Capital Improvements Fund and Total Appropriations and Reserves - Capital Improvements Fund by \$1,115,000 from \$2,114,100 to \$999,100.

SECTION 2. This ordinance shall become effective immediately upon final passage.

Dan Calabria, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED ON FIRST READING SEPTEMBER 10TH, 2014.

PASSED ON SECOND AND FINAL READING _____, 2014.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above ordinance in accordance with Chapter 166.041 of the Florida Statutes.

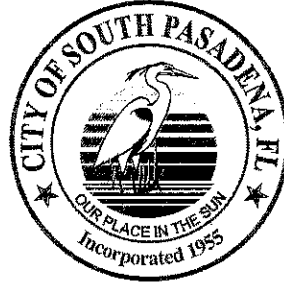
Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

2. APPROVAL OF COMMISSION MEETING MINUTES FOR MONTH OF SEPTEMBER, 2014 ON FILE IN CITY CLERK'S OFFICE AGENDA MEETING, SEPTEMBER 2, 2014; ADMINISTRATIVE WORKSHOP MEETING, SEPTEMBER 2, 2014; REGULAR COMMISSION MEETING, SEPTEMBER 10, 2014; ADMINISTRATIVE WORKSHOP MEETING, SEPTEMBER 17, 2014; SPECIAL COMMISSION MEETING, SEPTEMBER 17, 2014.

3. ACCEPTANCE OF FINANCIAL REPORTS FOR THE MONTHS OF MARCH, APRIL, MAY AND JUNE 2014 (ON FILE IN THE FINANCE DEPARTMENT).

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: Date Submitted: 10/01/2014

Resolution: NO. 2014-17 Agenda Meeting Date: 10/07/2014

Motion: Regular Meeting Date: 10/14/2014

Information Only Submitted By: COMMISSIONER ELSON

No Action Needed: Written By:

Discussion:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

RESOLUTION NO. 2014-17 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, ADOPTING AN ITEMIZED BUDGET FOR THE CITY FOR FISCAL YEAR 2014/2015.

Motion Proposed:

TO PASS RESOLUTION NO. 2014-17

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

RESOLUTION NO. 2014-17

A RESOLUTION OF THE CITY OF SOUTH PASADENA,
FLORIDA, ADOPTING AN ITEMIZED BUDGET FOR THE
CITY FOR FISCAL YEAR 2014/2015.

WHEREAS, on September 17, 2014 the City Commission adopted a budget Ordinance (No. 2014-01) for fiscal year 2014/2015 in accordance with Florida Law; and

WHEREAS, Ordinance No. 2014-01 is a summary of the budget items discussed and approved by the Commission, but does not contain the detail which is reflected in the itemized budget; and

WHEREAS, the itemized budget was developed by the Commission through the workshop process and reviewed at public hearings on the budget; and

WHEREAS, many of the City's purchasing requirements are dependent upon the inclusion of certain projects in the adopted budget that throughout the year each Department's expenditures are tracked and controlled using the itemized budget.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of South Pasadena that the itemized budget which is attached hereto marked Exhibit "A" is recognized as the itemized budget for the City for fiscal year 2014/2015.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2014.

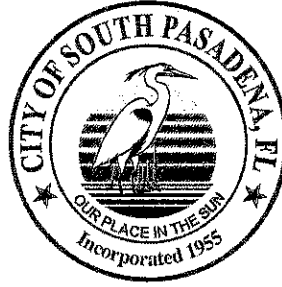
Dan Calabria, Mayor

ATTEST:

Carley Lewis, City Clerk

THIS RESOLUTION HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE
CITY ATTORNEY.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: Date Submitted: 10/01/2014

Resolution: NO. 2014-18 Agenda Meeting Date: 10/07/2014

Motion: Regular Meeting Date: 10/14/2014

Information Only Submitted By: COMM. NEIDINGER

No Action Needed: Written By:

Discussion:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

RESOLUTION NO. 2014-18 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, PROHIBITING OFFICIAL CITY CORRESPONDENCE FROM THE MAYOR OR ANY COMMISSIONER WITHOUT PRIOR REVIEW AND APPROVAL OF THE CITY, AND REQUIRING SUBMITTAL TO READING FILE.

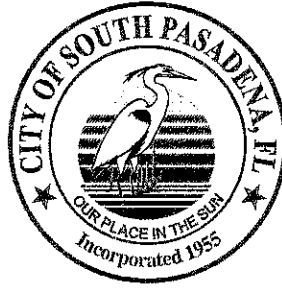
Motion Proposed:

TO PASS RESOLUTION NO. 2014-18

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

RESOLUTION FORTHCOMING

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: Date Submitted: 10/01/2014
 Resolution: NO. 2014-19 Agenda Meeting Date: 10/07/2014
 Motion: Regular Meeting Date: 10/14/2014
 Information Only Submitted By: VICE MAYOR PENNY
 No Action Needed:
 Discussion: Written By:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

RESOLUTION NO. 2014-19 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, ESTABLISHING A POLICY FOR TRANSCRIPTION OF THE RECORD OF CITY COMMISSION OR BOARD MEETINGS.

Motion Proposed:

TO PASS RESOLUTION NO. 2014-19

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

RESOLUTION FORTHCOMING