

St. Petersburg City Council  
**BUDGET, FINANCE & TAXATION COMMITTEE**

Committee Report for the Meeting of February 12, 2009

Members: Chair James R. "Jim" Kennedy Jr., Vice-Chair James S. Bennett; Jeff Danner (Absent); Wengay M. "Newt" Newton Sr. (Absent) & Karl Nurse (alternate).

**Call to Order**

**Approval of Agenda**

**Approval of Minutes of January 29, 2009**

**1. New Business**

**a. FY10 Budget Calendar**

Mike Connors, Internal Services Administrator, gave a presentation on the proposed FY10 Budget Calendar. Mr. Connors discussed the Capital Improvement Projects budget submittal from departments on February 9, that the CIP budgets are a five year plan, that Administration would review the CIP budgets with departments March 9 – 13 and that he would return to BFT after those reviews. Mr. Connors discussed operating budget line item review. Mr. Connors mentioned the City Council Workshops on May 12 and 26 and that the property tax estimate is due from the County Property Appraiser's office on May 20. Mr. Connors said that Pam Dubov, Pinellas County Property Appraiser, is estimating a reduction in property tax values next year. Mr. Connors stated that the rest of the FY10 Budget Calendar was a replica of the FY09 calendar.

Mr. Connors gave an overview of the GovMax budget development software, which has been working out very well for the City. Mr. Connors stated that GovMax is a proprietary software package developed by Sarasota County which is being used by many government agencies across the state of Florida. Mr. Bennett asked if County staff would be available during the public hearing to answer questions unrelated to the City budget. Mr. Connors responded that County staff has attended in the past and can in the future. Mr. Nurse asked who the point person would be to review the federal stimulus package. Mr. Connors responded that Laura Tuleen, Government Services Manager, would be the point person.

Mr. Bennett moved to approve the Budget Calendar, Mr. Nurse seconded the motion and it was unanimously approved.

Mr. Kennedy reviewed the Budget, Finance & Taxation Committee Pending/Continuing Referrals list. A review of the Capital Improvements Projects Budget was scheduled for March 26. Mr. Nurse asked that Ms. Tuleen be scheduled for the next BFT meeting on February 26 to update the committee on the federal stimulus package.

Mr. Kennedy asked that a review of the pending/continuing referrals list be added to future committee agendas.

**2. Continued / Deferred Business**

- a. None

**3. Next Meeting Agenda Tentative Issues  
February 26, 2009**

- a. Stimulus Package Review – Laura Tuleen, Government Services  
Manager

**March 12, 2009 - None**

**4. Adjournment – meeting adjourned at 9:02 a.m.**

## SCHEDULE FOR THE FY10 BUDGET PROCESS

<b>Date</b>	<b>Action</b>	<b>By</b>
January 22 <sup>nd</sup>	GovMax CIP Training CIP Input Begins	Budget Staff Departments
February 9 <sup>th</sup>	CIP Budgets Due	Departments
February 12 <sup>th</sup>	Take Calendar to BFT	City Council Budget Staff
February 19 <sup>th</sup>	GovMax Training City Council Priorities	Budget Staff City Council
February 20 <sup>th</sup>	Budget Input Begins	Departments
March 9 <sup>th</sup> - 13 <sup>th</sup>	CIP Reviews with Departments	Budget Staff & Departments
March 16 <sup>th</sup>	Operating Budgets Due	Departments
April 6 <sup>th</sup> - 10 <sup>th</sup>	Line Item Reviews	Budget Staff & Departments
May 4 <sup>th</sup>	Workshop prep completed	Budget Staff
May 12 <sup>th</sup> & 26 <sup>th</sup>	City Council Workshop	City Council, Mayor Budget Staff, Administrators Department Directors
May 20 <sup>th</sup>	Estimate due from Property Appraiser	County Property Appraiser
May 13 <sup>th</sup> - June 30 <sup>th</sup>	Recommended Document Preparation	Budget Staff
June 26 <sup>th</sup>	Receive Certified Taxable Values	County Property Appraiser
July 1 <sup>st</sup>	Mayor's Recommended Budget due to City Council	Mayor, City Council Budget Staff
July 9 <sup>th</sup>	Public Forum	City Council, Mayor Budget Staff
July 16 <sup>th</sup>	Set Proposed Millage Rate; Set Date, Time & Place of Public Hearings	City Council Mayor
July	Complete review of Fiscal Policies by July 30 <sup>th</sup>	Budget Staff
September 3 <sup>rd</sup>	1 <sup>st</sup> Public Hearing (must be held after 5:00 p.m.) Adopt tentative budget & tax rate	City Council, Mayor Budget Staff, Administrators Department Directors
September 17 <sup>th</sup>	2 <sup>nd</sup> Public Hearing (must be held after 5:00 p.m.) Adopt final budget & tax rate; Approve the Capital Improvement Program	City Council, Mayor Budget Staff, Administrators Department Directors

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TOPIC	DATE REFERRED	REFERRED BY	SCHEDULED / HEARD ON	RETURN DATE	STAFF RESPONSIBLE	SPECIAL NOTES
Federal Stimulus Package Review	02.12.09	Nurse		02.26.09	Tuleen	Nurse requested Tuleen present information on federal stimulus package.
Deferred Compensation Plans and Pension Plans	02.12.09	Bennett			Cornwell	Requested Cornwell presentation on deferred compensation plans and pension plans.
Capital Improvement Projects Budget	02.05.09	Nurse		03.26.09	Connors	Nurse requested a review of the Capital Improvement Projects Budget.

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Social Services Funding	01.15.09	Metz			Metz	If FY10 funding, would like to discuss Council Member priorities.
RFP Process for Deferred Compensation Plans	01.15.09	Bennett			Cornwell	Bennett requested Cornwell keep committee informed regarding the RFP status.
Weeki Wachee Fund	12.11.08	Bennett			Spies	Requested quarterly update on Weekie Wachee funds.