

**ST. PETERSBURG CITY COUNCIL
BUDGET, FINANCE & TAXATION COMMITTEE**

AGENDA

February 23, 2017
10:00 – City Hall – Room 100

Members & Alternate: Budget, Finance & Taxation Committee: Chair James R. “Jim” Kennedy, Jr.; Vice Chair Charles Gerdes; Karl Nurse; Darden Rice; and Ed Montanari (alternate).

Support Staff: Dean Adamides, Fire Division Chief
Cindy Sheppard, City Council Administrative Officer

- A.** Call to Order
- B.** Approval of Agenda
- C.** Approval of Minutes
 - 1. February 9, 2017
- D.** New/Deferred Business
 - 1. February 23, 2017
 - a. 2017 Management Evaluation (Scott)
 - b. Quarterly Grant Reports (Ojah-Maharaj)
- E.** Upcoming Meetings Agenda Tentative Issues
 - 1. March 9, 2017
 - a. Property Insurance Renewals (Mazzola/Guella)
 - b. External Audit (Fritz)
 - 2. March 23, 2017
 - a. (tentative date) A request to provide \$50,000 of one time funding from the remaining BP settlement funds for My Sistah’s Place, a home for young women aging out of foster care. (Kornell)
- F.** New Business Item Referrals
- G.** Adjournment

ST. PETERSBURG CITY COUNCIL
BUDGET, FINANCE & TAXATION COMMITTEE

Minutes

February 9, 2017

8:00 – City Hall – Room 100

Present: Committee Members - Chair James R. “Jim” Kennedy, Jr., Vice-Chair Karl Nurse, Charles Gerdes and Ed Montanari (alternate).

Absent: Councilmember Darden Rice.

Also: Chief Assistant City Attorney, Jeannine Williams; City Administrator, Gary Cornwell; City Council Vice-Chair, Lisa Wheeler-Bowman; Finance Director, Anne Fritz; City Auditor, Bradley Scott; Treasurer, Thomas Hoffman, City Comptroller, Andrea Langhans; Budget Analyst, Jim Chisim; Chief, Dean Adamides and Senior Deputy City Clerk, Cathy E. Davis.

A. Call to Order

Chair Kennedy called the meeting to order with the above persons present.

B. Approval of Agenda

In connection with the approval of the February 9th meeting agenda, Councilmember Gerdes motioned that the agenda be approved as submitted. All were in favor of the motion. Ayes. Kennedy. Gerdes. Nurse. Montanari (alt). Nays. None. Absent. Rice.

C. Approval of Minutes

1. January 26, 2017

In connection with the approval of the January 26th, meeting minutes, Councilmember Gerdes motioned that the minutes be approved as written. All were in favor of the motion. Ayes. Kennedy. Gerdes. Nurse. Montanari (alt). Nays. None. Absent. Rice.

D. New/Deferred Business

1 a. Weeki Wachee List – Childs Park Lake Project

Councilmember Gerdes motioned that the item be removed from the Weeki Wachee Project List. All were in favor of the motion. Ayes. Kennedy. Gerdes. Nurse. Montanari. Nays. None. Absent. Rice.

1 b. Quarterly Financial Reports (Fritz/Greene)

Ms. Fritz reviewed the Quarterly Investment Report dated December 31, 2016 supplied in the backup and supported with a PowerPoint presentation. Ms. Fritz started with page 6, a summary of the quarterly investment report. Ms. Fritz advised that it states a book value of \$625.2 million with a market value of \$627.2 million with just a little of a \$2 million market value gain. The internally managed portfolio has a small market value loss which was expected given that the rates went up in December at the Federal Reserve.

Ms. Fritz noted on page 12, the liquidity disclosure, we are positioned for higher rates because we have a large amount of maturities coming this year, because of that, we will be able to reinvest that at higher rates. Ms. Fritz mentioned that she expects rates to continue to go up a couple of times this year. We are well within our liquidity exposure.

Ms. Fritz reviewed Index Funds, committee members commented on discussions had at the Investment Oversight Committee meeting last week. Committee member Gerdes commented on the positive returns. Ms. Fritz reviewed dividends on page 14, which have pulled in over \$1 million. Ms. Fritz discussed the twelve months of earnings of \$7.9 million or 1.58% average over that period.

Ms. Fritz discussed updates to graph's in the debt section to make it easier to read and understand. Ms. Fritz reviewed aspects of debt in the report and addressed committee member's questions and comments. Mr. Greene assisted with answering debt questions relative to the 50/50 split. Pensions funding on page 43, 12 month change, had positive increases in all three funds from a percentage funding perspective using both methodologies.

Weeki Wachee, investments are in the alternative plan, invested by Graystone, from a funding perspective now have just under \$1 million and have declined due to projects. Ms. Fritz discussed report from Graystone and market value changes.

Ms. Fritz reminded committee members that the quarter reflects revenue from property taxes. Committee member Gerdes commented on a report that came out that identified St. Petersburg as the most fiscally healthy city in the State of Florida and 23rd in the U.S. Committee member Gerdes thanked all those who work to make that possible. Mr. Gerdes stated he was grateful to Ms. Fritz and Mr. Greene and their staff for their efforts.

1 b. cont. Quarterly Budgetary Analysis (Greene)

Mr. Greene mentioned that this team reformatted the spotlight report to better reflect anticipated uses of resources and how they are used. Mr. Greene mentioned that his team takes the actuals from finance and project out what they think the end of FY17 will look like based on the actuals through the end of December 31, 2016. Mr. Greene discussed revenues and actuals and reviewed the PowerPoint with the Committee.

Motion Approval: CM Gerdes. Ayes. Kennedy. Gerdes. Nurse. Montanari (Alt). Nays. None. Absent. Rice.

E. Upcoming Meetings Agenda Tentative Issues

1. February 23, 2017

- a. 2017 Management Evaluation (Scott)
- b. Quarterly Grant Reports (Ojah-Maharaj)

2. March 9, 2017

- a. Property Insurance Renewals (Mazzola/Guella)
- b. External Audit (Fritz)

G. New Business Item Referrals

H. Adjournment

There being no further business, the meeting was adjourned at 9:00 a.m.



**City of St. Petersburg
Memorandum**

To: Budget, Finance & Taxation Committee
From: Bradley H. Scott, City Auditor
Date: February 13, 2017
**Re: MANAGEMENT EVALUATION - WATER RESOURCES DEPARTMENT
PROPOSAL SHORT LISTING**

On January 9, 2017, at City Council's request, an RFP was issued for a Management Evaluation of the Water Resources Department. In response to that RFP, the city has received four proposals to provide for this Management Evaluation from the following firms:

- L.A. Consulting, Inc
- Matrix Consulting Group, Ltd.
- Raftelis Financial Consultants, Inc.
- Veolia ES Technical Solutions, LLC.

The Budget, Finance & Taxation Committee is scheduled to discuss and short list these proposals on Thursday, February 23, 2017. We are requesting that you evaluate each of the proposals (attached) prior to that meeting and be prepared to discuss each proposal and short list those firms you wish to continue the process. The evaluation criteria as presented in the RFP are as follows: experience of the firm; qualifications; capacity to accomplish the work and services; past performance on similar projects; ability to meet the schedule and cost. (An evaluation worksheet has also been included in this package for your convenience). Short listed firms will be asked to make presentations to the Budget, Finance & Taxation Committee at a future meeting.

If you have any questions, please call me at x7978.

Attachment

cc City Council Members
Mayor Rick Kriseman
Deputy Mayor Kanika Tomalin
Gary Cornwell, City Administrator
Jackie Kovilaritch, City Attorney
Louis Moore, Procurement & Supply Management Director



Memorandum st.petersburg

Budget and Management Office

TO: Budget, Finance and Taxation Committee

FROM: Shrimatee Ojah Maharaj, Grants Officer, Budget and Management
Tom Greene, Director, Budget and Management

DATE: February 16, 2017

SUBJECT: **FY 2017 Q1 Grant Report**

At the February 23, 2017, meeting of the Budget Finance and Taxation Committee we will provide an update on the grants awarded during the first quarter of FY17, (October 1, 2016 to December 31, 2016). As a follow-up to your request on January 12, 2017, we will also discuss our proposed draft of the procedure for the reporting of on-going expenses in excess of \$100,000 associated with accepting grants.

During the first quarter, the city was awarded 9 grants totaling \$1,434,295. This amount does not include the Housing and Urban Development's (HUD) funds: CDBG, HOME and ESG as well as the state's SHIP 2017 funds. Staff anticipates the city will receive notification of fund allocations soon. In FY16, Q1, the city was awarded 10 grants totaling \$8,085,097. This amount accounted for the HUD and SHIP grants, as well as three Florida Department of Transportation (FDOT) grants for the Albert Whitted airport and the construction of 30th Avenue North Bike Facility Project totaling \$4,279,000.

Upon receipt of the HUD and SHIP grants later in 2017, a more realistic comparison will be made. In the meantime, as requested, please see the attached graphical representation of a 17 year history of Q1 awards as well as a 10 year and 17 year history of total grant amounts received by the city.

Summary of Q1 FY17 Major Grants Received

Major grants received during this reporting period were: two grants from the Foundation for a Healthy St Petersburg totaling \$196,000 for the Community Resource Bus Grants as a collaboration with the Pinellas County Partnerships to Improve Community Health (PICH). A \$600,000 grant from the Florida Department of Transportation (FDOT) for the Albert Whitted Southwest Hangar Redevelopment Project; a \$191,212 Child Food Care Program (after school program) from the Florida Department of Health, Bureau of Childcare Food Health Program; \$191,393 Recycling Reimbursement from the Pinellas County Solid Waste Operations and a \$123,740 2016 Ed Byrne Justice Assistance Grant (JAG) as a Pinellas County pass through grant. (See attached report)

Overview of Grants Reviewed by the Grants Working Group

Of the 14 grants reviewed by the Grants Working Group to date, the city is awaiting the status of the approval of 78.60% (11 grants); received 7.1% (one grant); and did not apply for 14.2 % (two grants).

Grants Received:

The city recently received the following grants that will be included in the FY 2017 Q2 Report.

- Lake Maggiore Environmental Education Center Watershed Exhibit - \$15,000 FDOT *(No Match Required)*
- St Petersburg Sensible Sprinkling Program Phase 8- \$100,000 SWFWMD
 - *Matching Funds Required: 50%. Matching Source: Water Resources Operating Fund*
- Gopher Tortoise Habitat Conservation Program - \$15,000 Florida Fish & Wildlife Conservation Commission
 - *Matching Funds: No Match Required*
- Pinellas County's Water Rescue Program - \$60,000
 - *Matching Funds Required: No Match Required.*
- Supplemental FY16-17 -\$36,509 SHIP Program. Florida Housing Finance Corporation
- Fee for International Well Being Institute Application. - \$10,000 Foundation for a Healthy St Petersburg

Other Activities

2017 Legislative Sessions:

Staff is working with the city's Legislative Policy Director on the following items:

- The Pier Park Project:
 - \$200,000 Florida Department of Environmental Protection Agency (FDEP), Florida Recreation Development Assistance Program Grant (FRDAP) for the Pier Approach
Matching Funds Required: 50%. Matching Source: Pier Project Capital Funds
- \$30,000 to the Florida Department of Environmental Protection (DEP) for Little Bayou Coastal Improvements.
Matching Funds Required: 100%. Matching Source: Parks Facilities Improvements FY17 CIP Project (includes a total of \$250,000).

Provided with this memorandum are the following documents: FY17 Q1 Grant Report and Charts with a 17 Year Comparison of Q1 Reports from 2000 to 2017; a 10 Year History of Grant Amounts Awarded/Number of Grants from 2006 to 2016; and a 17 year history (2000-2017) History of the same. Should you have any questions prior to the meeting please feel free to call, Shrimatee 892-5180 or Tom at 893-7435.

cc: Gary Cornwell, City Administrator
City Council Members
Chan Srinivasa, City Clerk

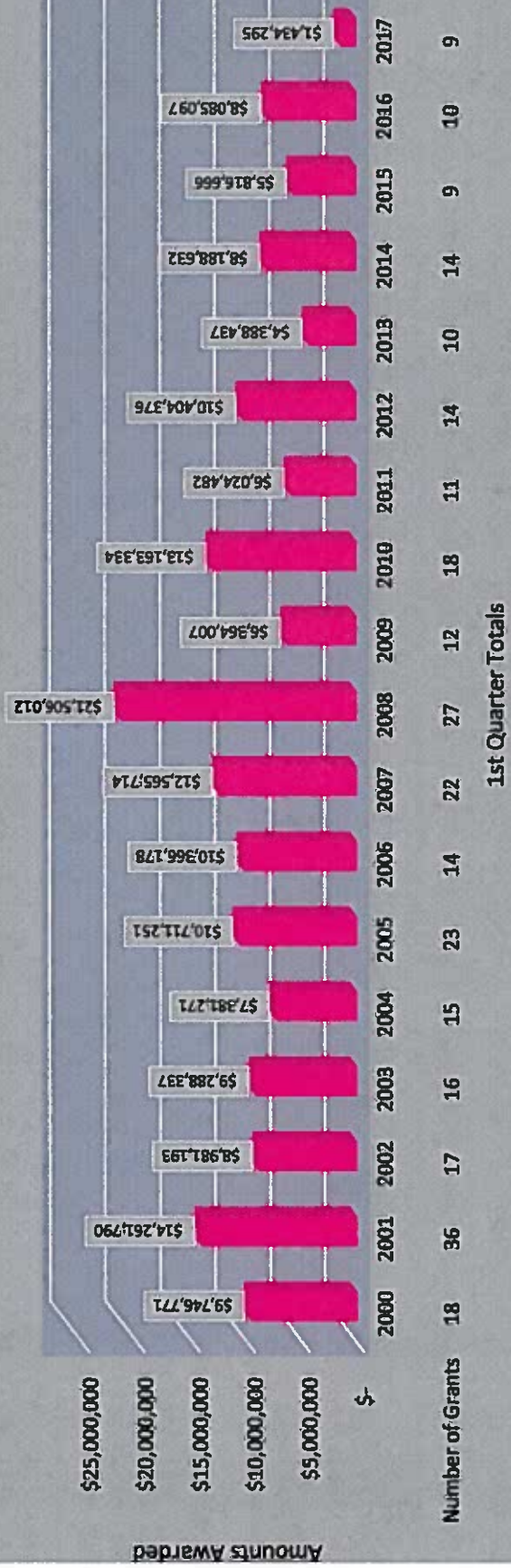
Attachments: FY17 Q1 Grant Report
Q1 Historical Data 200-2017
Grant Awards and Amounts Historical Data 10 & 17 years
(Black and White Versions for CM Kennedy)
Draft Proposed Policy

**City of St. Petersburg Grants Awarded
Fiscal Year 2017**

FY17 Reporting: Oct 1, 2016 - Sep 30, 2017

Date	Resolution	Award#	Agency Type	Funding Agency	Program/Project Title	Award
10/06/16	2016-446	81283	State	Fl Dept of Health, Bureau of Childcare Food Health Prog	Childcare Food Program (After School Program)	\$191,212
10/06/16	2016-447	81280	State	Fl State Department of Health (PICH Pas Thru)	Partnerships to Improve Community Health	\$46,850
10/06/16	2016-451	TBD	State	Fl Dept of Transportation (FDOT) - Pass Thru from USF	High Visibility Enforcement for Pedestrian and Bicycle Safety	\$70,000
10/20/16	2016-474	TBD	Other	Foundation for A Healthy St Petesburg (PICH Pass Thru)	Community Resource Bus Grant from PICH	\$66,100
11/03/16	Ord 247-H	TBD	State	Fl Dept of Transportation (FDOT)	Southwest Hangar Redevelopment Project	\$600,000
11/03/16	2016-500	TBD	Federal	2016 Ed Byrne Justice Assistance Grant (JAG) (Pass Thru	Pinellas County (JAG)	\$123,740
11/10/16	2016-514	TBD	Other	Pinellas County Solid Waste Operations	Recycling Reimbursement	\$191,393
11/21/16	No Award	No Awards	No Awards	No Awards	No Awards	\$0
12/01/16	No Award	No Awards	No Awards	No Awards	No Awards	\$0
12/15/16	2016-590	TBD	Other	Foundation for A Healthy St Petesburg (PICH Pass Thru)	Community Resource Bus Grant from PICH	\$130,000
12/15/16	2016-594	81290	State	Fl Fish and Wildlife & Wildlife Conservation Commission	Gopher Tortoise Habitat Management Program	\$15,000
TOTALS			Awards	9	Award Value	\$1,434,295

Annual 1st Quarter Awards 17 Year Comparison

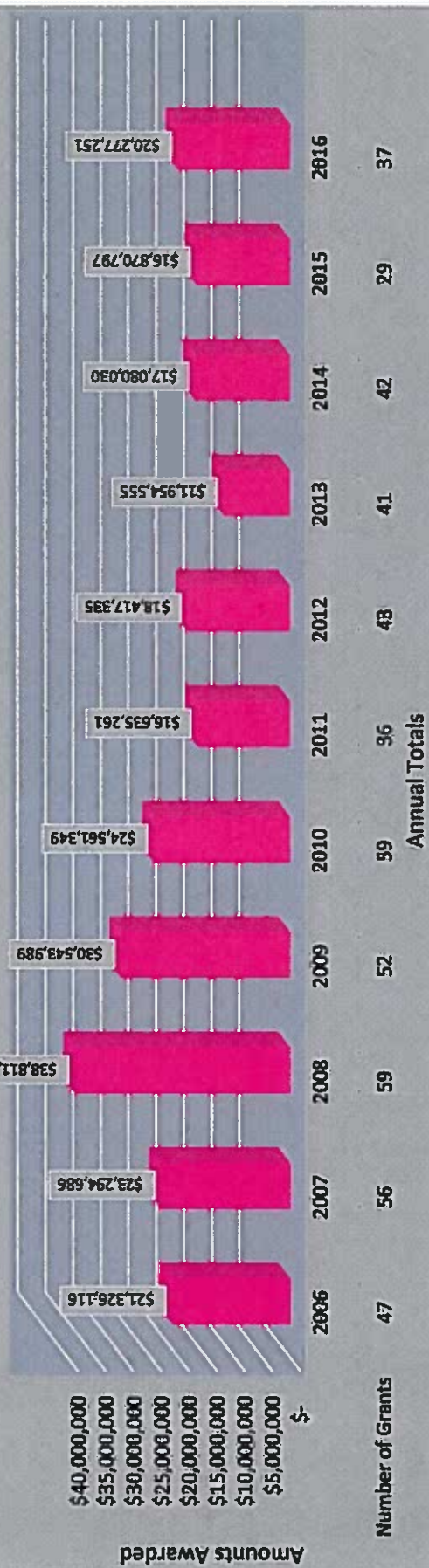


1st Quarter Totals

Amounts Awarded

Number of Grants

10-Year History of Grant Awards

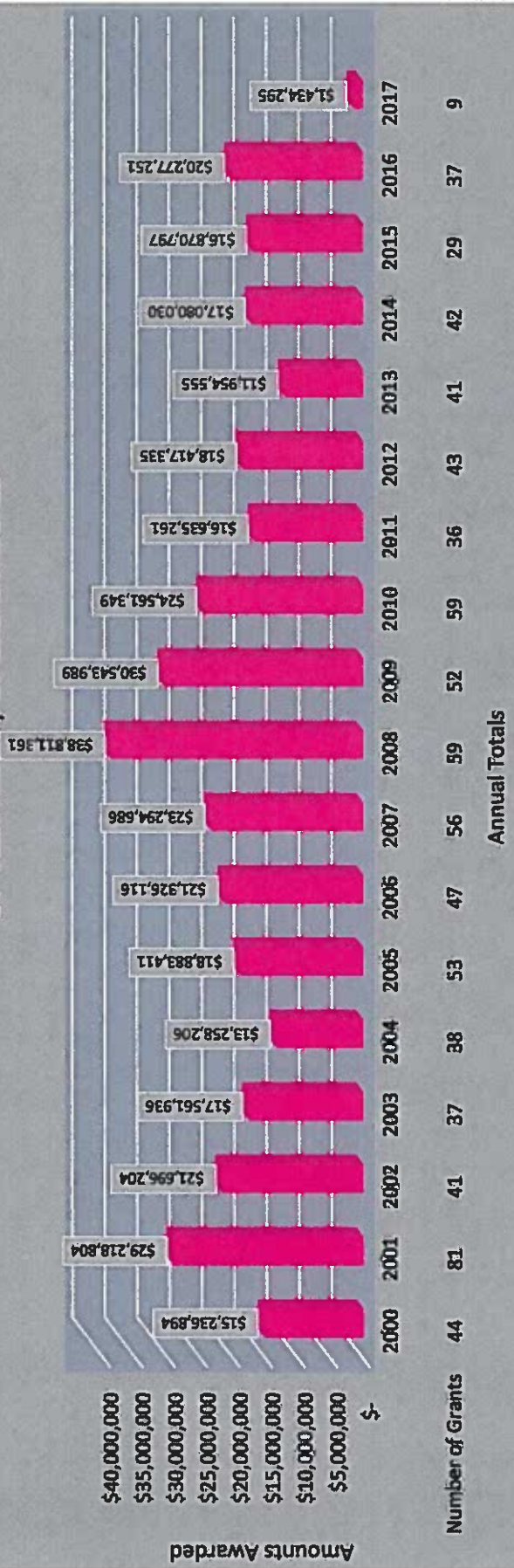


Amounts Awarded

Number of Grants

Annual Totals

17-Year History of Grant Awards



Amounts Awarded

Number of Grants

Annual Totals

GRANT POLICY PROPOSED ADDITIONS

All Grant & External Funding Application Review form submitted by a department will respond to all questions on the form. As always, the sections related to grant match requirements and the future on-going contractual, replacement or annual maintenance costs will be weighed heavily.

With respect to the future on-going contractual, replacement or annual maintenance costs, if the estimate of these future expenses exceeds \$100,000, additional reporting to City Council is required.

Following the usual evaluation process as outlined in this grants manual, should the City Administrator authorize the requesting department to apply for the grant and the estimate of on-going contractual, replacement or annual maintenance costs exceeds \$100,000, the Grants Officer with the assistance of the applying department will send a memorandum to all members of City Council providing the following information:

Name of Grant:

Purpose:

Amount of Funds Requested:

Grant Match:

Estimated Annual on-going contractual, replacement or annual maintenance costs:

If the grant is awarded, this memorandum will also accompany the Consent Agenda item when City Council is asked to approve a resolution accepting the grant.

BUDGET, FINANCE AND TAXATION COMMITTEE				February 23, 2017	
PENDING/CONTINUING REFERRALS					
Topic	Return Date	Date of Referral	Referred by	Staff	Notes
2017 Management Evaluation	2/23/17	10/2016 by ordinance	City Council	Brad Scott	Brad Scott preparing scope re: Water Resources. Prebid meeting for RFP held 1/18/17. Mr. Scott to contact Chair Kennedy reference 2/23 return date. Updated return date on 1/23/17.
Property Insurance Renewals	3/9/17	Annual		Mazzola/Guella	
External Audit	3/9/17			Anne Fritz	
Police Headquarters	3/23/17	2/17/18		Fritz/Quintana	
A request to provide \$50,000 of one time funding from the remaining BP settlement funds for My Sistah's Place, a home for young women aging out of foster care.	3/23/17 Tentative	12/1/16	City Council	Councilmember Kornell	Councilmember Kornell to contact My Sistah's Place representatives and arrange return date, tentative 3/23/17.
Forgotten Firefighters	4/13/17	6/16/16	City Council	Chris Guella	Committee asked that notice be given to firefighters of date to revisit.
Changes to purchasing requirements (to include life cycle costs)	4/13/17	1/21/16	City Council	Louis Moore	1/12/17 - Drafts in process, Dr. Cornwell to follow-up with Mr. Moore for progress and a date to return. 4/13/17 added per Dr. Cornwell.
Consideration of the establishment of a Citizens Advisory Committee for the Intown CRA	TBD	2/2/17	City Council	Councilmember Nurse	
Consideration of a revision to the Small Business Enterprise ordinance	TBD	2/2/17	City Council	Councilmember Nurse	

Consideration of a requirement for a city contractor securing future contracts of at least \$2,000,000 to provide a minimum wage of at least \$10.00 per hour with a schedule to raise this over time	TBD	1/5/17	City Council	Councilmember Nurse	
Establish a procedure for grants greater than \$100k that would potentially require ongoing additional expenditures after the grant is completed	TBD	9/22/16	City Council	Tom Greene	Mr. Greene to work on the items discussed 1/12/17 and bring back to the committee recommended language to be added to the Grants Manual.
Alternate Funding for Water Resources Update (TIF)	TBD	9/8/16		Anne Fritz	To be discussed at COW on 1/26/17
Airbnb to collect sales tax and tourist taxes from guests	TBD	5/7/15	City Council	M. Dema/Goodwin	1/14/16 referral to PSI for ordinance review; referred to COW - scheduled for 9/15/16. Discussed on 1/12/17, legal to investigate and report back at a future meeting.
Discussion for use of Tourist Development Tax, including Arts Funding - Follow-up	TBD	8/21/14	City Council	Joe Zeoli	Meeting to include David Downing of the TDC. Gerdes to follow-up
2018 Management Evaluation	10/12/17		Ordinance	Brad Scott	
2018 Health Insurance Renewal	12/14/17	Annual	BF&T	Chris Guella	
Quarterly Financial Reports	Q1 2/9/17 Q2 5/11/17 Q3 8/24/17 Q4 11/19/17	Quarterly	City Council	Anne Fritz Tom Greene	
Quarterly Grant Reports	Q1 2/23/17 Q2 5/25/17 Q3 09/14/17 Q4 11/9/17	Quarterly	City Council	Shirmatee Ojah- Maharaj	

BUDGET, FINANCE & TAXATION COMMITTEE
WEEKI WACHEE PROJECT LIST

February 23, 2017

<i>TOPIC</i>	<i>DATE REFERRED</i>	<i>REFERRED BY</i>	<i>RETURN DATE</i>	<i>STAFF RESPONSIBLE</i>	<i>SPECIAL NOTES</i>
Childs Park Lake Project	12.13.12	Newton	2/9/17	McBee/Jefferis	
Youth Sports Field at Thurgood Marshall Middle School	10/6/16	CM Wheeler-Bowman	TBD	McBee/Jefferis	
Meadowlawn Community Garden Project	1.22.15	Rice	TBD		6.4.15 referred to COW re: funding \$25K for due diligence/feasibility study- 10.15.15 COW. 11.12.15 Council approved \$25k funding from WWF 3/16/17 COW
Maximo Park Project	05.12.11	Kornell	TBD	McBee/Jefferis	Referred to COW on 7/14/16 Scheduled COW on 7/28/16 \$150,000 allocated by council on 8/4/16