



# **BOARD OF COMMISSIONERS BUDGET WORKSHOP MEETING #2 AGENDA**

**Wednesday, April 16, 2025 at 4:00 PM  
Commission Chambers, 300 Municipal Drive,  
Madeira Beach, FL 33708**

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**This Meeting will be televised on Spectrum Channel 640 and YouTube Streamed on the City's Website.**

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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

*Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and address for the record, and the organization or group you represent. Please limit your comments to five (5) minutes and do not include any topic on the agenda. Public comment on agenda items will be allowed when they come up.*

*If you would like someone at the City to follow up on a comment or question made at the meeting, you may fill out a comment card with the contact information and give it to the City Manager. Comment cards are available at the back table in the Commission Chambers. Completing a comment card is not mandatory.*

## **4. DISCUSSION**

**A.** FY 2026 Budget Workshop #2 Presentation

## **5. ADJOURNMENT**

**One or more Elected or Appointed Officials may be in attendance.**

*Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the minutes to be transcribed verbatim; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation to participate in this*

*meeting should call the City Clerk at 727-391-9951, ext. 231 or 232 or email a written request to [cvanblargan@madeirabeachfl.gov](mailto:cvanblargan@madeirabeachfl.gov).*



## **FY 2026 BUDGET WORKSHOP #2**

**April 16, 2025**

# **BUDGET WORKSHOP #2 AGENDA**

- I. 3 Year Historical Revenues & Expenses and Reserve Analysis**
- II. 5 Year Capital Improvement Plan Initial Discussion**
- III. Personnel Listing & Costs by Department – FY 2025**
- IV. FY 2026 Budget Workshop & Adoption Timeline**

## **3 Year Historical Revenues, Expenses, & Reserve Analysis**

# 3 YEAR HISTORICAL OVERVIEW – GOVERNMENTAL FUNDS

## REVENUES & EXPENDITURES

(Based on audited figures)

### MULTI-YEAR TOTAL REVENUES BY FUND - GOVERNMENTAL FUNDS

Fund Name	2022	2023	2024
General Fund	12,133,956	13,606,779	14,200,694
Building Fund	1,175,490	846,615	1,149,822
Local Option Sales Tax Fund	686,941	759,107	783,976
Archibald Park Fund	734,015	823,359	1,503,549
Impact Fee Fund	-	-	243,948
Gas Tax Fund	107,011	104,860	99,073
Debt Service Fund	11,693	20,005	24,910
<b>Total:</b>	<b>\$ 14,849,106</b>	<b>\$ 16,160,725</b>	<b>\$ 18,005,972</b>

### MULTI-YEAR TOTAL EXPENDITURES BY FUND - GOVERNMENTAL FUNDS

Fund Name	2022	2023	2024
General Fund	8,329,797	12,290,954	11,745,833
Building Fund	582,033	636,109	1,111,551
Local Option Sales Tax Fund	882,886	159,221	750,306
Archibald Park Fund	552,045	815,865	2,339,107
Impact Fee Fund	-	-	-
Gas Tax Fund	108,047	123,192	119,083
Debt Service Fund	639,923	297,950	298,925
<b>Total:</b>	<b>\$ 11,094,731</b>	<b>\$ 14,323,291</b>	<b>\$ 16,364,805</b>

# 3 YEAR HISTORICAL OVERVIEW – ENTERPRISE FUND OPERATIONS

(Based on audited figures)

## OPERATING REVENUES

Fund Name	2022	2023	2024
Sanitation Fund	1,863,537	2,104,398	2,330,850
Stormwater Fund	1,523,534	678,902	693,243
Marina Fund	4,174,170	4,128,861	3,730,919
Parking Fund	-	3,503,336	3,264,112
<b>Total:</b>	<b>\$ 7,561,241</b>	<b>\$ 10,415,497</b>	<b>\$ 10,019,124</b>

## OPERATING EXPENSES

Fund Name	2022	2023	2024
Sanitation Fund	1,512,413	1,856,451	2,046,633
Stormwater Fund	2,250,916	1,440,295	1,576,128
Marina Fund	3,559,648	3,483,227	3,220,185
Parking Fund	-	623,678	733,619
<b>Total:</b>	<b>\$ 7,322,977</b>	<b>\$ 7,403,651</b>	<b>\$ 7,576,565</b>

## NONOPERATING REVENUES (EXPENSES)

Fund Name	2022	2023	2024
Sanitation Fund	28,909	51,031	(140,042)
Stormwater Fund	(332,164)	(208,289)	(186,674)
Marina Fund	42,904	118,342	171,977
Parking Fund	-	42,321	123,124
<b>Total:</b>	<b>\$ (260,351)</b>	<b>\$ 3,405</b>	<b>\$ (31,615)</b>

## NET CHANGE

Fund Name	2022	2023	2024
Sanitation Fund	380,033	298,978	144,175
Stormwater Fund	(1,059,546)	(969,682)	(1,069,559)
Marina Fund	657,426	763,976	682,711
Parking Fund	-	2,921,979	2,653,617
<b>Total:</b>	<b>\$ (22,087)</b>	<b>\$ 3,015,251</b>	<b>\$ 2,410,944</b>

## 3 YEAR HISTORICAL OVERVIEW – ENTERPRISE FUND CAPITAL OUTLAY ACTIVITY

(Based on audited figures)

### ACQUISITION & CONSTRUCTION OF CAPITAL ASSETS

Fund Name	2022	2023	2024
Sanitation Fund	513,158	35,330	9,984
Stormwater Fund	201,688	175,486	1,574,143
Marina Fund	70,519	18,865	47,698
Parking Fund	-	10,264	123,904
<b>Total:</b>	<b>\$ 785,365</b>	<b>\$ 239,945</b>	<b>\$ 1,755,729</b>

# FUND RESERVE ANALYSIS – ESTIMATED END OF YEAR FY 2025

<b>GOVERNMENTAL FUNDS</b>	<b>General Fund</b>	<b>Building Fund</b>	<b>Local Option Sales Tax Fund</b>	<b>Archibald Park Fund</b>
Available Fund Balance - 9/30/24:	17,042,282	1,027,964	1,027,964	2,443,044
Actual Inflows - YTD FY 2025	15,558,830	184,030	338,565	35,622
Actual Outflows - YTD FY 2025	(11,584,436)	(609,534)	(124,097)	(1,320,020)
Projected Available Reserves - 10/1/25:	21,016,676	602,460	1,242,432	1,158,646
<b>ENTERPRISE FUNDS</b>	<b>Sanitation Fund</b>	<b>Stormwater Fund</b>	<b>Marina Fund</b>	<b>Parking Fund</b>
Available Net Position - 9/30/24:	1,897,229	1,802,314	3,237,336	3,381,227
Actual Inflows - YTD FY 2025	724,697	173,380	738,643	977,910
Actual Outflows - YTD FY 2025	(824,681)	(1,172,949)	(522,548)	(524,201)
Projected Available Reserves - 10/1/25:	1,797,245	802,746	3,453,431	3,834,936

# CURRENT OUTSTANDING DEBT – AS OF BEGINNING OF YEAR FY 2025

Type	Name	Description	Original Issuance Amount	Interest Rate	Current Outstanding Balance	Year of Maturity	FY 2025 Principal Payment	FY 2025 Interest Payment
Governmental Activities	Revenue Bonds, Series 2013	Finance the construction of the City Centre project, including reconstruction of City Hall, Recreation Center, Fire Station, and park amenities located at or near 300 Municipal Drive	\$ 4,760,000	3% to 3.5	3,620,000	2044	125,000	174,125
Business-Type Activities	Revenue Bond, Series 2019	Finance roadway and stormwater improvements	\$ 15,063,000	3.07%	12,742,000	2040	626,000	381,570
Business-Type Activities	Refunding Bond, Series 2020	Refund Series 2015 Stormwater System Revenue Bond in order to take advantage of a lower interest rate environment	\$ 762,390	1.73%	2,756,000	2031		

## **5 Year Capital Improvement Plan**

FUND NAME	DEPARTMENT NAME	PROJECT/ASSET NAME	FY 2026 BUDGET	FY 2027 BUDGET	FY 2028 BUDGET	FY 2029 BUDGET	FY 2030 BUDGET	PROJECT/ASSET DESCRIPTION
Archibald Park Fund	Archibald	Replace #112 Truck		60,000				Replace #112 Truck
	Archibald	Replace #36 utility truck		60,000				Replace #36 utility truck
Archibald Park Fund Total			-	120,000	-	-	-	
General Fund	City Manager	City Hall Veranda & Stair Replacement	150,000					Looking to replace tile along the stair and the 2nd floor veranda of City Hall. The current tile is not all slip resistant and grout is coming up on the stairs.
	City Manager	Military Honor Court	250,000					Construction of the Military Honor Court
	Information Technology	Chamber Upgrades	10,000					Looking to upgrade the equipment on our AV rack in the chamber room. MCS is currently looking through our equipment to see what is needed to stay current and operational.
	Public Works Admin	Replace 2016 Duralift mounted bucket		45,000				Replace duralift mounted buck on truck #19
	Public Works Admin	Replace #40		125,000				Replace #40 a 2009 F-350 utilized as a dump truck
	Public Works Admin	Fleet Tire Balancer replacement	10,000					Replacement of tire balancer used for all city vehicles for maintenance.
	Public Works Admin	Replace #44			85,000			Replace #44 a 2018 Caterpillar Backhoe
	Fire/EMS	Replacement of A/C Units	75,000					Replacement of all rooftop a/c units at the fire station
	Fire/EMS	FD Office Space Construction	250,000					Construction/addition of office space, meeting room and storage at FD
	Fire/EMS	SCBA Replacement	310,000					Replacement of Self Contained Breathing Apparatus; SCBAs allow individuals to enter areas where the air is not breathable due to the presence of smoke, toxic gases, low oxygen levels, or other hazard
	Recreation	Restroom Facility - School Athletic Fields	100,000					Permanent restroom structure to be located near the athletic fields located at the Fundamental School. The City of Madeira Beach Recreation program has a joint use agreement with the school and utilizes the fields on a regular basis for programming.
General Fund Total			1,155,000	170,000	85,000	-	-	
Local Option Sales Tax Fund	Public Works Admin	Public Works & Building Services Facility	1,500,000	500,000				Building for Public Works employees & vehicles and Building Services operations
		Basketball Court Enclosure	500,000					Building to enclose existing basketball court.
		Concession Stand	500,000					Engineering and Construction of Concession Stand Replacement. Upgrade of restroom facilities, concession kitchen, storage, and office space.
		Passenger Van Replacement		60,000				Vehicle Replacement for #97 - Ford Van
Local Option Sales Tax Fund Total			2,500,000	560,000	-	-	-	

FUND NAME	DEPARTMENT NAME	PROJECT/ASSET NAME	FY 2026 BUDGET	FY 2027 BUDGET	FY 2028 BUDGET	FY 2029 BUDGET	FY 2030 BUDGET	PROJECT/ASSET DESCRIPTION
<b>Marina Fund</b>	Marina	Sea Wall Replacement & Washdown Area	250,000					Initial assessment taking place; will be preparing an RFP for vendor selection; project may be completed in FY 2024 or more likely in FY 2025
<b>Marina Fund Total</b>			<b>250,000</b>	-	-	-	-	
<b>Parking Fund</b>	Parking Management	None Identified	-	-	-	-	-	
<b>Parking Fund Total</b>			-	-	-	-	-	
<b>Sanitation Fund</b>	Sanitation	Replace #24	-	-	-	-	60,000	Replace a 2019 Chevy Silverado 1500 with a liftgate
	Sanitation	Replace #3	-	-	-	75,000	-	Replace 2019 F250 with Easy Dump
	Sanitation	Replace #26	-	400,000	-	-	-	Replace #26 a 2020 Kenworth T880 with 32 Yd Heil Packer
	Sanitation	2- Mounted easy dumpster Replacement	30,000	-	-	-	-	#3 & #68 Replacement of chassis-mounted 6 yard dumpsters
	Sanitation	Replace #68	-	-	-	75,000	-	Replace 2019 F250 with Easy Dump
	Sanitation	Replace #21 Broyhill Load & Pack	-	-	275,000	-	-	Replace #21 2020 Broyhill Load & Pack
	Sanitation	Replace #5	-	-	60,000	-	-	Replace a 2019 Chevy Silverado 1500 with a liftgate
	Sanitation	Replace #18	-	350,000	-	-	-	Replace #18 2013 Peterbuilt Claw truck
	Sanitation	Replace #29	-	-	400,000	-	-	Replace #29 2019 Kenworth T880 with 32 yd Heil Packer
<b>Sanitation Fund Total</b>			<b>30,000</b>	<b>750,000</b>	<b>735,000</b>	<b>150,000</b>	<b>60,000</b>	
<b>Stormwater Fund</b>	Stormwater Management	Area 3 - East Parsley, West Parsley, Margueirte Dr, A Street, B Street, and Lynn Way	3,500,000	-	-	-	-	Area 3 - East Parsley, West Parsley, Margueirte Dr, A Street, B Street, and Lynn Way
	Stormwater Management	Area 9 - Bay Point, Pruitt, Sunset Cove, Virginia, S Bayshore, & Marlyn Way	2,000,000	2,500,000	2,500,000	-	-	Area 9 - Bay Point, Pruitt, Sunset Cove, Virginia, S Bayshore, & Marlyn Way
	Stormwater Management	Area 3A - 140th Ave to 144th Ave, Virginia Ave, S Bayshore, and Marlyn Way	-	100,000	3,000,000	2,000,000	-	Area 3A - 140th Ave to 144th Ave, Virginia Ave, S Bayshore, and Marlyn Way
	Stormwater Management	Area 4 - E Madeira Ave, N Bayshore to 145th, 1st Ave E, 148th Ave, 147th Ave, 146th Ave, 145th Ave.	-	-	200,000	2,000,000	3,000,000	Area 4 - E Madeira Ave, N Bayshore to 145th, 1st Ave E, 148th Ave, 147th Ave, 146th Ave, 145th Ave.
	Stormwater Management	Area 7 - American Legion Dr.	1,500,000	-	-	-	-	Area 7 - American Legion Dr.
	Stormwater Management	Area 5 - 131st Ave E & 129th Ave.	1,000,000	-	-	-	-	Area 5 - 131st Ave E & 129th Ave.
	Stormwater Management	Area 6a - 155th Ave, 154th Ave, 153rd Ave, 1st St E, 2nd St E, Harbor Dr and Municipal Dr	2,000,000	2,000,000	-	-	-	Area 6a - 155th Ave, 154th Ave, 153rd Ave, 1st St E, 2nd St E, Harbor Dr and Municipal Dr
	Stormwater Management	Public Works and Building Department Facility	500,000	-	-	-	-	Building for Public Works employees & vehicles and Building Services operations
	Stormwater Management	Replace #110 - 2016 Chevy Silverado 2500	-	60,000	-	-	-	Replace #110 - 2016 Chevy Silverado 2500
	Stormwater Management	Replace #70	-	-	-	60,000	-	Replace #70
	Stormwater Management	Replace #111 - 2016 Chevy Silverado 2500	-	60,000	-	-	-	Replace #111 - 2016 Chevy Silverado 2500
<b>Stormwater Fund Total</b>			<b>10,500,000</b>	<b>4,720,000</b>	<b>5,700,000</b>	<b>4,060,000</b>	<b>3,000,000</b>	
<b>Grand Total</b>			<b>14,435,000</b>	<b>6,320,000</b>	<b>6,520,000</b>	<b>4,210,000</b>	<b>3,060,000</b>	

## **Personnel Listing & FY 2025 Salaries, Taxes, & Benefits**

## Personnel Listing – FTE County

<b>CITY MANAGER</b>	<b>FTE</b>	<b>PUBLIC WORKS ADMIN</b>	<b>FTE</b>
City Manager	1.00	Sr. Administrative Assistnt	0.40
Front Desk Admin. Asst.	1.00	Public Works Technician	1.00
Asst. to the City Mgr.	1.00	Sr. Mechanic	1.00
Broadcast / IT Technician	1.00	Public Works Director	0.40
	<b>4.00</b>		<b>2.80</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>FTE</b>	<b>FIRE</b>	<b>FTE</b>
Engineer	0.50	Firefighter	10.00
Long Range Planner	1.00	Fire Chief	1.00
Planner I (soon to be II)	0.50	Lieutenant	3.00
Comm. Dev. Director	0.75	Exec. Asst. to Fire Chief	1.00
Comm. Engagement Officer	1.00	Driver	3.00
Planner II	0.50	Deputy Fire Chief	1.00
	<b>4.25</b>	Fire Marshal	1.00
			<b>20.00</b>
<b>FINANCE</b>	<b>FTE</b>	<b>RECREATION</b>	
Asst. to Finance Director	1.00	Bus Driver	0.50
Accountant	1.00	Recreation Leader I	3.50
Payroll/Financial Coordinator	1.00	Recreation Leader II	1.00
	<b>3.00</b>	Recreation Director	1.00
<b>CITY CLERK</b>	<b>FTE</b>	Recreation Supervisor	1.00
Exec. Asst. to City Clerk	1.00	Recreation Leader III	1.00
Documents & Records Specialist	1.00	Grounds Maintenance I	1.00
City Clerk	1.00	Seasonal Recreation Leader I	0.75
	<b>3.00</b>		<b>9.75</b>

**ARCHIBALD**

Sr. Grounds Maintenance	1.00
Grounds Maintenance	1.00
Grounds Maintenance Supervisor	1.00
Recreation Leader III	1.00
	<b>4.00</b>

**BUILDING**

Certified Permit Technician	1.00
Inspector	1.00
Engineer	0.50
Bldg. Compliance Supervisor	1.00
Comm. Dev. Director	0.25
Office Manager	1.00
Permit & Code Compliance Specialis	2.00
Planner I (soon to be II)	0.50
Planner II	0.50
Building Official	1.00
	<b>8.75</b>

**SANITATION**

Sr. Sanitation Worker	2.00
Sr. Administrative Asst.	0.30
Public Works Director	0.30
Sanitation Worker	7.00
	<b>9.60</b>

**STORMWATER**

Stormwater Technician	3.00
Sr. Stormwater Technician	1.00
Sr. Administrative Asst.	0.30
Public Works Director	0.30
	<b>4.60</b>

**MARINA**

Marina Attendant	1.50
Marina Manager	1.00
Sr. Marina Attendant	1.00
Marina Supervisor	1.00
Seasonal Marina Attendant	0.25
	<b>4.75</b>

**PARKING**

Parking Enforcement	0.50
Sr. Parking Enforcement	1.00
Parking Enforcement	0.50
Sr. Parking Enforcement	1.00
Parking Supervisor	1.00
	<b>4.00</b>

**TOTAL 82.50**

## Projected Salaries, Taxes, and Benefits Totals by Department – FY 2025

Department Name	Salaries & Wages	401(a) Contributions	FRS Contributions	Workers' Comp Payments	Social Security	Medicare	City Medical Plan Premiums	City Dental Plan Premiums	City LTD Plan Premiums	City Life Insurance Plan Premiums	Total Salary, Taxes & Benefits
CITY MANAGER	340,225.38	25,718.21	6,690.69	374.25	21,093.97	4,933.27	67,709.76	2,537.16	2,106.48	1,545.12	472,934.29
COMMUNITY DEVELOPMENT	364,460.98	26,366.49	9,745.45	400.91	22,596.58	5,284.68	57,990.84	1,764.72	2,408.64	1,740.60	447,724.20
FINANCE	261,463.49	-	35,637.47	287.61	16,210.74	3,791.22	45,877.68	1,574.88	1,580.04	1,158.84	367,581.97
CITY CLERK	245,895.05	-	25,855.22	270.48	15,245.49	3,565.48	43,947.60	1,342.80	1,146.24	839.16	338,107.52
PUBLICWORKS ADMIN	243,600.28	-	43,765.48	15,893.39	15,103.22	3,532.20	22,692.00	1,135.92	1,258.80	923.64	347,904.93
FIRE	1,735,128.15	-	556,143.82	67,305.91	107,577.95	25,159.36	293,963.64	10,141.44	10,023.12	7,334.88	2,812,778.26
RECREATION	354,448.22	-	48,311.29	4,317.25	21,975.79	5,139.50	50,426.88	1,689.12	1,564.44	1,145.52	489,018.01
ARCHIBALD	186,012.40	-	25,353.49	5,226.95	11,532.77	2,697.18	50,426.88	1,726.44	1,123.92	821.40	284,921.43
BUILDING	638,723.14	-	76,971.76	1,501.45	35,012.83	8,188.49	68,704.56	2,111.64	1,893.12	1,382.88	760,489.87
SANITATION	362,214.61	7,778.16	37,590.26	19,696.76	22,457.31	5,252.11	118,077.24	3,961.68	2,361.96	1,738.20	581,128.28
STORMWATER	164,198.61	-	21,179.80	10,384.91	10,180.31	2,380.88	32,777.52	1,043.88	508.20	375.12	243,029.23
MARINA	242,559.20	12,373.92	13,066.70	5,360.56	15,038.67	3,517.11	50,426.88	1,534.56	1,480.32	1,087.80	346,445.72
PARKING	175,905.60	7,759.44	12,224.69	4,978.13	10,906.15	2,550.63	37,820.16	1,305.48	845.16	621.60	254,917.04
<b>TOTAL:</b>	<b>\$ 5,314,835.11</b>	<b>\$ 79,996.22</b>	<b>\$ 912,536.13</b>	<b>\$ 135,998.55</b>	<b>\$ 324,931.78</b>	<b>\$ 75,992.11</b>	<b>\$ 940,841.64</b>	<b>\$ 31,869.72</b>	<b>\$ 28,300.44</b>	<b>\$ 20,714.76</b>	<b>\$ 7,746,980.76</b>

## **FY 2025 Budget Workshop & Adoption Timeline**

***Budget Workshop #3 – May 28, 2025 at 4:00 pm***

- Updated Capital Improvement Plan
- Position Listing & Benefits Overview

***Budget Workshop #4 – June 25, 2025 at 4:00 pm***

- Preliminary Budget Document

***Budget Workshop #5 – July 23, 2025 at 4:00 pm***

- Ad valorem tax analysis
- Preliminary Budget Book – Summary of Changes

***Budget Workshop #6 – August 20, 2025 at 4:00 pm***

- Tentative Budget Book – Summary of Changes

***Public Hearing #1 – September 10, 2025 at 5:45 pm***

- 1<sup>st</sup> reading and public hearing – adopt FY 2026 tentative millage rate ordinance and FY 2026 tentative budget ordinance

***Public Hearing #2 – September 24, 2025 at 5:45 pm***

- 2<sup>nd</sup> reading and public hearing – adopt FY 2026 millage rate ordinance and FY 2026 budget ordinance