

**WORKSHOP MEETING OF THE BOARD OF COUNTY COMMISSIONERS
HELD ON JULY 24, 2012 AT 3:00 PM
IN THE COUNTY COMMISSIONERS' MEETING ROOM
ROOM 103, ADMINISTRATION BUILDING
ARCADIA, FLORIDA**

The Board of County Commissioners held a Workshop on July 24, 2012 with the following persons present:

Chairman, Buddy Mansfield, Dist #1
Commissioner, Jim Selph, Dist#2
Commissioner, Judy Schaefer, Dist#3
Commissioner, Elton A. Langford, Dist#4
Commissioner, Ronald P. Neads, Dist#5
County Administrator, C. Guy Maxcy
Administrative Services Dir., Linda Nipper
Office Manager, Lauri Jones
Transcribing Secretary, Betty Phillips
Facilities Director, Richard Metzger
Administrative Assistant, Jill Thompson

County Coordinator, Mandy Hines
Transportation Director, Shawn Edwards
Co. Extension Director, Ken Johnson
Purchasing Manager, Cindy Talamantez
Facilities Director, Richard Metzger
County Engineer, Mike Giardullo
Environmental Services Director, Billy Hines
Social Services Manager, Peggy Waters
Contract Manager, Kim Casale
County Attorney, Donald Conn
Code Enforcement Manager, Jorge Hernandez

CALL TO ORDER

3:00 PM

Linda Nipper stated on July 17, 2012, the board was presented with a budget with an unacceptable amount of reserves. Per the Board's instructions, severe cuts were made in order to achieve more acceptable reserves for the upcoming fiscal year. She also stated that ten percent of the total general fund budget is an acceptable contingency reserve. An acceptable fund balance will finance payroll and operating expenses incurred prior to receiving regular annual income such as tax payments. A positive fund balance will also enable our County to respond to unanticipated events. A milestone that we have not yet reached is a dedicated reserve fund as a means of financing large capital projects for the future. The Board then reviewed increases and decreases in the revised budget. The total decreases were \$1,215,304.00. Commissioner Neads questioned Ms. Nipper on non-departmental increases. She explained in the past the County has paid the School Board \$10,000.00 per month and an adjusted fee at the end of the year. The County will no longer be paying this.

Commissioner Neads also questioned Ms. Nipper whether the Board would be honoring the Sheriff's request for an increase that was discussed in the original budget workshop. Ms. Nipper responded that she was instructed to cut everyone to last year. Commissioner Neads questioned the increase in the Public Safety Department. Ms. Nipper stated this was part of the five year expenses, capital expenses or the reserves that she hoped to put away this year in anticipation of future purchases. This would result in no increase in the budget. She stated that all of the departments have been mostly decreases. The Sheriff and Communications holding steady from last year.

Commissioner Mansfield questioned Ms. Nipper on how she gets the reserve amount. She stated that the total revenues minus the total expenses equal the reserve amount adjusted by the expenses submitted and the leftover is the reserve or the fund balance. Commissioner Neads suggested that they

start over at page one.

Ms. Nipper started with the General Fund Revenue and Expense summary. The rollback rate was discussed. The proposed revenue that the County is receiving in fiscal year 2012/13 includes over \$600,000 in a payback from the Utility fund to the General fund and to Transportation.

Mr. Maxcy questioned the Board on how they would like to proceed. The consensus was to go through the budget one page at a time and address questions as they arise.

The Property Appraiser's expense went down from the previous budget. Commissioner Mansfield questioned inmate housing. Ms. Nipper stated that is the funds that the Sheriff receives from GEO for housing their inmates in the county jail. This amount is not figured into the budget and is shown as extra revenue.

The Tax Collector's budget also decreased from the previous year. Ms. Nipper stated that this budget holds true according to previous years. Commissioner Neads made a positive comment that this budget has steadily decreased.

Supervisor of Elections budget has decreased slightly.

Clerk of Court budget increased. Cuts were made within staff. Mr. Neads questioned the increase. Commissioner Langford commented that the other uses section of the Clerk's budget decreased.

Ms. Nipper stated that the Sheriff's budget was done according to the recommendations of the Florida Department of Law Enforcement. Sheriff Wise addressed the issue of the GEO funds. He stated that some of the funds went to healthcare for two GEO inmates that were being housed in the county jail. Having GEO funds available eliminated the need to use local taxpayer money. A portion of the funds was also used for maintenance. The Sheriff requested the Board to be favorable for his requests in any way possible. Commissioner Neads commented that each GEO inmate that arrives at the jail draws from the Sheriff's normal housing budget. GEO is replacing those funds being used. Commissioner Mansfield questioned the Sheriff on receiving grants. Sheriff Wise stated that the Victim's Advocate position will be funded by a grant. The Sheriff then explained several grants.

Ms. Nipper reported a slight increase in Board of County Commissioners Administration Department. Over the years several factors play a part in the fluctuation. One being when a new County Administrator has been hired or when they have left. Changes have been made to reduce the budget. Commissioners Neads and Mansfield both agree that Professional Services is an area where funds should not be decreased. Mandy Hines stated this service has helped provide \$500,000 towards the waste water treatment plant design, \$400,000.00 that we reallocated to offset the impact of the forced relocation of our water and sewer lines. Our Lobbyist provided the language that now allows the County to be reimbursed for the impact of the GEO facility on our jail. The Board agreed that Professional Services is needed and to bring back up.

Economic Development budget has decreased. Mandy Hines stated the budget is approximately \$15,000.00 less than last year.

Facilities/Maintenance Department covers the grounds and there is a separate budget for the Court

House. That is paid from a different revenue source directly from Article V. The Facilities budget has decreased. Commissioner Langford questioned the increase in salaries for this department. Richard Metzger stated an addition to staff is a portion of the increase. Mr. Langford also questioned the increase in Workman's Comp. Don Kesterson reported that the rate had increased. Mr. Metzger reported that operating expenses were decreased in order to compensate for the added salary. Commissioner Selph questioned if the decrease in maintenance funds for the jail was realistic considering the condition of the facility. Mr. Metzger stated it would vary depending on the maintenance or repairs that may be needed throughout the following year. Repair and Maintenance covers issues such as air conditioning and plumbing. Building Maintenance is primarily the Administration building. The Court House is covered by Article V and is not included in the budget. Commissioner Schaefer questioned where the funds would come from to make repairs for the roof of the jail. Mr. Metzger stated the roof repairs he is preparing to start are in the 2011/12 budget.

Planning has gained a Development Director. This has reduced the amount in Professional Services. However, it did increase the overall budget in Personnel Services. Guy Maxcy stated on October 1st the Board will make a decision on either continuing with current arrangements or look for a Development Director.

Information Systems covers information technology. Ms. Nipper stated all overtime has stopped. Repair and Maintenance along with purchases has decreased over a period of time.

Jorge Hernandez reported the Code Enforcement department has decreased in personnel due to retirement. Budget cuts in this department totaled over \$33,000.00.

Animal Control will not purchase new vehicles and other cut backs will cut the budget by \$17,500.00. Commissioner Neads questioned the issue of overtime pay. Mr. Hernandez stated that will be replaced with comp time.

Social Services show an increase mainly due to Medicaid. Commissioner Neads questioned operating expenses, FTA items. Mandy Hines stated those are the Transit Authority Grant. All are offset by revenue. Commissioner Langford questioned Healthcare Responsibility Act.

Ken Johnson spoke on behalf of the County Extension office. Commissioner Neads questioned the amount in salaries. Mr. Johnson stated there have been no changes in personnel.

Ms. Nipper reported the Library budget has decreased almost \$30,000.00 from the previous year. Commissioner Selph commented on the peeling paint on the outside of the Library. Richard Metzger stated that it will be taken care of soon.

Ms. Nipper reported that this will be the first full year that Probation is in their new facility. The slight increase in budget is accountable in the rent paid. Commissioner Langford questioned the increase in salary. Mr. Maxcy stated it was part of righting the wrongs. Commissioner Langford stated that overall the budget has decreased.

Ms. Nipper stated that overall the Parks Department shows an increase but with grants moved out, the budget is still slightly lower than last year. Summer Camp was removed for 2012-13. Other cuts were

made also.

Ms. Nipper then reported on the Turner Center. She stated there is an increase of about \$49,000.00. There have been revisions to personnel staff and also show a significant revenue stream. Commissioner Neads asked to have the changes explained. Ms. Nipper stated there was a decrease of the original requested budget from the previous request. Commissioner Langford questioned the contracted fireworks. Ms. Nipper stated that the fireworks are paid with a deposit and the remaining balance once the show is complete. Commissioner Neads questioned why we have bar supplies on the budget and previously have not. Jody Sullivan stated that previously the concessions and bar supplies had been together. Having the bar supplies as a separate line item helps her better track the income from the concessions and the income from the bar.

Donn Conn spoke on behalf of the Legal Department. He stated the operating expenditures have reduced by \$10,500.00. There is a slight increase in salary. There is an overall decrease of approximately \$9,000.00.

Ms. Nipper reported the Human Resources Department had an overall reduction of approximately \$15,000.00.

Ms. Nipper also reported on Veteran's Services. The budget has stayed basically the same. Commissioner Neads questioned Mandy Hines as to Lee Gallagher's employment status. Ms. Hines stated that Mr. Gallagher is a part-time employee.

Ms. Nipper then reported on County non-departmental expenses. These are expenses that occur with no particular department designation. The budget has increased slightly. Commissioner Selph questioned Ms. Nipper whether we are mandated to use the District Medical Examiner in Sarasota. Are we able to use anyone in DeSoto County? She stated that we are mandated to use the Medical Examiner in Sarasota County. Commissioner Neads questioned why Florida Association of Counties, Small County Coalition and Florida Heartland REDI are in this category. Ms. Nipper stated they were in Board Administration budget. She wanted all the fees and dues together. It benefits the entire general fund. Commissioner Neads also questioned the DCI annual contribution of \$10,000.00. Ms. Nipper stated that is for the inmates that help with mowing. Commissioner Neads questioned if the Board will receive the changes and/or updates before the next workshop. Mr. Maxcy stated that some of the decisions made today will reflect in the next budget workshop on August 31st.

Ms. Nipper stated that transfers increased slightly but not as much as predicted due to the cuts that were made in Road & Bridge, Public Safety and Engineering. Overall this is the general fund money that we transfer out to supplement some of the special revenue funds.

Ms. Nipper then reported on Grants and Aides. We only supplement two non-profit organizations. One being Senior Friendship and the second is the DeSoto County Health Department. This budget has had no change.

Ms. Nipper stated the last is Reserves so any fund balance we have left over will be moved to this for the final budget. She shows that reserves for the Library and Ag Fest are dedicated.

Ms. Nipper stated that with LIHEAP funds, we only spend what we receive.

Road and Bridge shows a difference in revenue. At the request of our auditors, all the fuel funds come through this budget. The budget has increased slightly. Shawn Edwards stated this increase includes Workman's Comp. There were also significant cuts. Commissioner Neads questioned Linda Nipper on the increase of this budget. She stated it is mostly accountable for the fuel revenue. That revenue then gets transferred out to Engineering and to Debt Service. Road & Bridge pays for the bond debt that we have from the original Bond Paving Program.

Linda reported on Engineering. A lot of this revenue is received from grants and the remaining revenue is from transfers. Salaries increased slightly due to the department filling positions. Some of the major projects in this department will be funded by grants. Mr. Maxcy question Mike Giardullo about anything of significant cost heading our way in regards to engineering on upcoming projects. Mr. Giardullo stated there would be no engineering expenses but there are project expenses that may arise with infrastructure that we have that is going to be emergencies. Commissioner Neads requested a status on Brownville striping. Mr. Giardullo stated it will start next week.

Ms. Nipper reported on Public Safety. This Budget has increased. Personnel Services increased due to Workman's Comp. Other increases include new employees to decrease money spent on over-time. Commissioner Langford questioned Chief Prescott on the total of regular over-time and call back over-time. This issue will be further discussed at the next workshop.

Commissioner Neads commented he feels that one more budget workshop will not be sufficient. It was a consensus to continue with Public Safety at the next scheduled workshop. The next Workshop is scheduled for Tuesday, July 31, 2012 at 3:00 pm.

ADJOURNMENT

There being no further business, Chairman Mansfield adjourned the meeting at 6:30 pm.

ATTEST:

**BOARD OF COUNTY COMMISSION
DESOTO COUNTY, FLORIDA**



C. GUY MAXCY
COUNTY ADMINISTRATOR



JURIL O. MANSFIELD
CHAIRMAN