

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD AUGUST 11, 2008**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on Monday, August 11, 2008 at 3:00 p.m. in the Board of County Commissioners Meeting Room located at 210 South Main Street, Trenton, Florida, with the following member's present to-wit:

Commissioner Tommy Langford, Chairman
Commissioner Sharon A. Langford, Vice Chairman
Commissioner Randy Durden
Commissioner Kenrick Thomas
Commissioner D. Ray Harrison, Jr.

Others in Attendance

Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Finance Director; Patty McCagh, Board Secretary; Georgia Mills, Deputy Clerk, Finance; Ron McQueen, County Administrator; Julee Brideson, Administrative Assistant; John Ayers, Gilchrist County Journal; Ron Mills, Emergency Management Chief; Joyce Ferrante; Chief Perez, Public Safety Director; John McPherson, County Attorney; Taylor Brown, Planning Director; Lee Schaltenbrand and Bruce Thompson, SE Fire Department; Frank Ritter, Building Inspector; Tammy Moore, Building Department; Linda Walker, EMS Chief; and Jana Lord, Wesley Asbell, Debbie Ross, Sable Bolling with Gilchrist County Health Department.

Call to Order

Chairman Langford called this Budget Workshop to order at 3:03 p.m. The purpose of this workshop was to discuss the FY 08/09 proposed budgets for Community Development, Public Safety Departments, and Gilchrist County Health Department.

Budget Recap

Ms. Jacki Johnson, Director of Finance, presented a current budget recap including changes made after August 4, 2008; they are as follows:

| | |
|---------------|--|
| General Fund | Adjusted Tax Collectors Budget; including 5% reduction Adjusted Animal Controls Budget; to include additional employee insurance |
| Carry Forward | Change in Fire (122) Change in EMS (410) |

Community Development

- **Building Department**: Mr. Frank Ritter, Building Official, addressed the Board bringing back a Fee Analysis as directed. He presented a report including Total Operational Cost Permit, Stand Alone Inspection Cost, Single Family Inspection Cost and a Fee Comparison Chart. He made several recommendations (as noted in the additional handout; on file in Clerk's office) on the proposed fees for consideration.

The Board recommended that Mr. Ritter provide a comparison of fees that are currently being charged and what is being proposed to be charge on each item, and bring back to the next Board Meeting.

- Planning & Zoning: Mr. Taylor Brown, Planning Director, presented a power point presentation showing the fees/charges that are currently being utilized by the Planning & Zoning Department. He reviewed the current charges and explained that there were a few fees that are set to high and others to low; changes to be considered.

The Board recommended that Taylor bring back a presentation at the September 15th meeting on the True, Current, and Proposed fees utilized for the services performed by the Planning & Zoning Department.

- Health Department: Ms. Sable Bolling, Administrator/Director, Gilchrist County Health Department and Staff were present for the review of the proposed budget submitted for FY 08/09. The proposed budget request, in the amount of \$75,500 included a 10% reduction less than 2007-2008.

The Board agreed to consider the revised Fee Schedule as submitted at the next Board Meeting.

Public Safety

Emergency Operations Center; Additional Funding: Chief Perez addressed the Board on the issue of the need for additional funding, approximately \$300,000.00, to complete the EOC project, in Bell. He recommended that the additional funding be financed over a three year period, with pay backs being split 50/50 between EMS & Fire and the difference, should there be any additional expenses, the will be funded out of the current year budgets of EMS & Fire.

BOCC directed Finance to go out for bids on Interest Rates on a \$300,000.00 loan; motion carried 4-1, Commissioner Harrison voted NO.

Chief Perez presented the proposed budgets, for FY 08/09, for the following departments:

- Public Safety (2001): The proposed budget for Public Safety, Fund 2001, in the amount of \$58,342.00, which included an overall decrease of 8.7%, from FY07/08 budget, was submitted for the Boards' consideration.
- Emergency Management (2510): The proposed budget for Emergency Management, Fund 2510, in the amount of \$157,775.00, which included an overall increase of 1%, from FY07/08 budget, was submitted for the Boards' consideration.
- Animal Control (6220): The proposed budget for Animal Control, Fund 6220, in the amount of \$127,584.00, which included an overall increase of 8.8%, from FY07/08 budget, was submitted for the Boards' consideration.
- Fire (Fund 122): The proposed budget for Fire, Fund 122, in the amount of \$1,536,363.00, which included an overall increase of 48%, from FY07/08, was submitted for the Boards' consideration. Discussion took place...

Chief Perez recommended that two (2) new water supply sources be considered along with the replacement of two (2) tanker/fire trucks and one (1) brush truck, approximately \$700,000.00.

The Board requested that the Reserve, in the Fire Fund 122, be increased up to 10% or \$100,000-\$150,000; Chief Perez to revise Fire Budget and bring back to the Board.

- EMS (Fund 410): The proposed budget for EMS, Fund 410, in the amount of \$1,750,673.00, which included an overall decrease of 19%, from FY07/08, was submitted for the Boards' consideration.

FY 08/09 Special Projects

Mr. Joe Gilliam, Clerk of Court, addressed items that the Board had considered one-time or another requiring additional funding that has not been included in the FY 08/09 budget. There were twenty items on the list of projects for FY 08/09. He stated that the \$1 million showing in Reserve really isn't there, considering all the projects to be accounted for. No action taken from the Board at this time.

Memberships

Mr. Gilliam and Ms. Johnson reviewed the General Fund budget for the proposed FY 08/09 Memberships. Mr. Gilliam stated that the memberships should not be included as part of the 5% reduction request, for reason being it's a set membership fee and if the Board doesn't want to pay the requested fee, that the membership participation be dropped. The memberships the Board contributes to are as follows:

| <u>Department</u> | <u>Agency</u> | <u>FY08</u> | <u>Budgeted FY09</u> |
|-------------------|--|-------------|----------------------|
| • 1110 | NACO | \$400 | \$400 |
| • 1110 | Small County Coalition | \$3,472 | \$3,472 |
| • 1110 | N Fl. Economic Council | \$795 | \$835 |
| • 1110 | FAC | \$1,904 | \$1,904 |
| • 6960 | North Central Florida Planning Council | \$4,769 | \$4,888 |
| • 6960 | Shared Services Network | \$5,000 | \$5,000 |
| • 6960 | North Central Florida Planning Council | \$1,203 | \$1,275 |
| • 6960 | Suwannee River Resource Conservation | \$1,100 | \$1,250 |
| • 6960 | N FL Economic Development Partnership | \$100 | \$ - |
| • 5230 | Original Florida | \$1,000 | \$2,000 |
| • 5230 | Pure Water Wilderness | \$5,000 | \$5,000 |
| • Solid Waste | NCFRPC Hazardous Waste | \$2,697 | \$2,697 |

The Board agreed to include the Memberships, as noted, in the budget proposal for FY 08/09.

The Board also directed, at the last meeting, to reduce all the private agencies by 5% less FY 07/08 funding; this adjustment will be considered in the tentative budget process, for FY 08/09.

Budget Workshop

The Board scheduled the next Budget Workshop for August 21, 2008, at 3:00 p.m. They requested that the Road Department and the Sheriff's budgets be readdressed and any/all other departments/agencies that need to be addressed.

Adjourn

With there being no further business/discussion, this Budget Workshop was adjourned at 6:43 p.m.

Gilchrist County
Board of County Commissioners

Approved:

Tommy Langford, Chairman

Attest:

Joseph W. Gilliam, Clerk of Court