

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY  
BOARD OF COUNTY COMMISSIONERS HELD AUGUST 22, 2011**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on **Monday, August 22, 2011** at **2:30 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:

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| <b>District I</b>   | <b>Commissioner Sharon Langford</b>      |
| <b>District II</b>  | <b>Commissioner D. Ray Harrison, Jr.</b> |
| <b>District III</b> | <b>Commissioner Randy Durden</b>         |
| <b>District IV</b>  | <b>Commissioner Tommy Langford</b>       |
| <b>District V</b>   | <b>Commissioner Kenrick Thomas</b>       |

**Others in Attendance**

Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Deputy Clerk/Board Secretary; Georgia Mills, Deputy Clerk/Finance; Ron McQueen, County Administrator; John McPherson, County Attorney; Julee Brideson, Administrative Assistant; Mitchell Gentry, Hart Springs Manager; Kadie Ogden, Otter Springs Manager; Ron Mills, EM Chief; Billy Cannon, Road Department Superintendent; and Shannon Smith, President Suwannee Valley League.

**Call to Order:** Chairman Randy Durden called this budget workshop to order at 2:32 p.m.

The purpose of this budget workshop was to discuss the FY 11/12 proposed budgets for those as follows:

1. Budget Recap & Investment Report
  - a) Ad Valorem Millage @ 8.2695 mills
  - b) MSTU Millage @ 1.0996 Mills
  - c) Employee 2% Raise All Departments
2. Suwannee Valley League
  - a) Proposed Budget Expenditures
3. Road Department
  - a) Capital Outlay & Proposed Budget
4. Special Projects
  - a) Health Department Roof
  - b) Narrowbanding
  - c) Records Center
  - d) Finance Plus Upgrade
  - e) Other
5. Other Budget Items

**Suwannee Valley Leagues**

Mr. Shannon Smith, President SVL, addressed the Board and presented a budget request in the amount of \$25,650.00. He explained that the funds that were received in prior

years have been used for Capital Improvements such as Lighting for the new field and Score boards on all fields. Discussion took place.

**The Board took no action at this time and that the budget request from SVL would be considered during the budget process.**

### **Budget Recap**

Ms. Jacki Johnson, Director of Finance, presented a Budget Recap and County Investment Report.

### **Road Department**

Chairman Durden called on Mr. Billy Cannon, Road Department Superintendent, for discussion on the Road Departments budget. Chairman Durden asked if there were any questions for Mr. Cannon on the proposed budget.

Commissioner Tommy Langford recommended a pay increase for Mr. Cannon with an annual salary of \$50,976.00; current salary \$44,968.58. Discussion took place.

It was suggested that the Road Departments budget be adjusted to reflect a salary increase for he Superintendent, in the amount of \$50,976.00.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to approve the salary increase of \$50,976.00, amending budget for FY 2011/2012. Motion carried unanimously.***

Chairman Durden called for any further discussion on the proposed budget for the Road Department; none noted.

Mr. Cannon continued with discussion on Capital Outlay, for the Road Department. He addressed the issue of the proposal from NaturChem. Discussion took place. Mr. Cannon doesn't recommend at this time; Board agreed. Mr. Cannon also presented a request for the purchase of a Fuel Truck. Discussion took place.

**The Board agreed to omit \$30,000.00 Operating Capital Outlay, from FY 11/12 budget, for Fuel Truck and Boom.**

### ***Special Projects***

#### **Gilchrist County Health Department**

Mr. Gilliam addressed the issue of the Roof Project, for the Health Department.

Mr. McQueen explained the County's responsibility of cost and bid process and that of the Health Department, for roof repair on the Health Department. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve going forward with placing \$97,430.00 as line item in the in the FY 11/12 budget, out of General, for the Health Department Roof Repair. Motion carried unanimously.*

### **Narrowbanding**

Mr. McQueen stated that under the FCC mandate we are to provide narrowbanding for our radios by the 2013 deadline. At the last Board meeting, it was approved to go out for RFQ's for a Consultant to help out with the process. Discussion took place on how this process would be funded.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve setting up a line item in General, in the amount of \$150,000, in next years budget, for Narrowbanding. Motion carried unanimously.*

### **North Florida Broadband Association (NFBA)**

Commissioner Tommy Langford presented a request from the NFBA that the Board support the NFBA Early Adopter Agreement by submitting a *Letter of Commitment*. Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to approve a Letter of Commitment, in support of the NFBA Early Adopter Agreement; and to allow the Chairman to sign. Motion carried unanimously.*

### **Records Center**

Mr. Gilliam presented an update on the progress of the Records Center project. He stated that he has met with Mr. Lee Mills, County Engineer and is now at the point of waiting on specifications to complete the RFQ in preparation to go out for bids. He stated that a site for the records center has been identified at the Sheriff's department. He has also met with the City of Trenton and the Constitutional Officers and came up with a basic floor plan and design, but an Architect would actually draw the plans and specification. The cost for the project would come out of Capital Impact, approximately \$300,000.00. Discussion took place.

Once the plans and specifications are prepared and received, we can then begin with the bid process.

Chairman Durden directed a question to the County Attorney, asking if the funds left in Capital Impact after the cost of the Records Center, could be used for the cost of the Broadband. Mr. McPherson stated that the ordinance would have to be amended and that the City would have to agree. Discussion took place.

**The Board directed the County Attorney to look into the matter of being able to use Capital Impact Funds for the cost of the Broadband and to prepare an amended ordinance if possible.**

## **Finance Plus Upgrade**

Ms. Jacki Johnson, Director of Finance, presented the request to update the finance system. She explained the need for the upgrade in order to operate more efficiently and in an up to date manner. The approximate cost reflects the amount of \$50,000. Ms. Johnson stated that the funds are not in the current budget; funds would come out of next years General Reserve. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to approve \$50,000.00, for next years budget, to upgrade the Boards Finance System. Motion carried unanimously.*

## ***Other***

### **Hart Springs**

Handicap Accessibility: Mr. Mitchell Gentry, Hart Springs Manager, presented a budget proposal for parking space, new sidewalk and electricity, for shelters 5, 6, 7, & 8, totaling \$12,900.00; this cost is not included in the FY 11/12. Discussion took place.

Mr. Gilliam stated that if this is approved out of General a Line Item will be created for Handicap Accessibility Requirements in the Hart Springs Budget.

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve the Handicap Upgrade at Hart Springs in the amount of \$12,900.00, next years budget. Motion carried unanimously.*

Request for the purchase of a Wave Runner: Mr. Gentry stated that \$10,000 has been budgeted for a piece of equipment and is requesting that a Wave Runner be purchased for maintenance use (algae cleanup), in the amount of \$2,800. Discussion took place.

The Board stressed that the use of the Wave Runner would be strictly used for maintenance purposes only; NO recreational use.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve \$2,800.00 out of this years budget to purchase Wave Runner; and to take the \$10,000.00 out of next years budget that was identified for Equipment. Motion carried unanimously.*

Repair of Gator CX: Mr. Gentry presented a request to repair the Gator CX. He has found a new motor, in the amount of \$1,150.00; costs to be funded out of Repairs & Maintenance. This Gator would be utilized for jobs around the park. Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve the purchase of a new motor, in the amount of \$1,150.00, to repair the Gator CX, at Hart Springs; cost would be funded out of this years budget, FY 10/11. Motion carried unanimously.*

**Generator Hookup for the Boardroom:** Mr. McQueen stated that he contacted Ring Power to find out 1) if there was enough capacity to run the Boardroom off of the generator located at the Weeks Building and 2) if we could get an automatic switch that will crank it from two different locations. He explained what would need to be done to get the boardroom hooked up; the cost would be approximately \$10,000.00. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to approve the generator hookup for the Boardroom with the estimated cost NOT to exceed \$10,000.00, out of FY 11/12 Budget. Motion carried unanimously.*

### **Otter Springs Resident**

The Board agreed/approved going forward with providing language to our Lease Agreement with SRWMD for Otter Springs, to allow for Managers Resident and allow the funding in the amount of \$125,000 to stay in the budget.

### **Placement of 10 Commandments Monument**

The Board decided to wait on the placement of the 10 Commandments Monument until the appeal of the Dixie County Case is finished.

### ***Other Budget Items***

#### **Capital Outlay Budget**

Ms. Johnson stated that there are funds available, approximately \$120,000.00, that is not obligated, in the Capital Outlay Fund. Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to transfer \$120,000 out of the Capital Outlay Fund into the General Fund. Motion carried unanimously.*

#### **2% Raise for County Employees**

Discussion took place on a 2% salary increase for all County employees.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve a 2% increase for raises, for FY 11/12, for all County employees.*

Commissioner Harrison stated that he is opposed to a salary increase reason being that with the shape of the economy it isn't fair to use tax payer's money to fund pay raises.

Chairman Durden called for any further discussion... he then called for a vote...*Motion carried 4-1, with Commissioner D. Ray Harrison, Jr. voting NO.*

**Loan Pay-Offs**

No pay-off of loans at this time.

**Adjourn**

With no further business/discussion the Budget Workshop was adjourned at 5:16 p.m.

Attest:

Gilchrist County  
Board of County Commissioners

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Joseph W. Gilliam, Clerk of Court

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Randy Durden, Chairman