

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD JULY 30, 2012**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on **Monday, July 30, 2012** at **1:00 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:

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

Others in Attendance

Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Deputy Clerk/Board Secretary; Bobby Crosby, County Administrator; Julee Brideson, Administrative Assistant; John McPherson, County Attorney; John Ayers, Gilchrist County Journal; Kadie Ogden, Hart Springs Manager; Wilma Mattucci, Library Manager; Diane Clifton; Jim Mash, VSO; Diane Rondolet, Code Enforcement Official; Bob Heeke, SRWMD; Billy Cannon, Road Department Superintendent; Buddy Vickers; Marvin Weaver, County Extension; and Mitchell Gentry, Hart Springs Manager.

Call to Order

Chairman Tommy Langford called the budget workshop to order at 1:03 p.m.

Budget Workshop

The purpose of this workshop was to discuss the FY 12/13 Proposed Budgets for the following departments:

Road Department

Parks & Recreation

- Otter Springs
- Hart Springs
- Boat Ramps/Renovations

General Government

- Community Development
- Veterans Services
- Other Buildings
- County Extension
- Capital Outlay – Records Building
- Transportation Impact

Agenda Changes

- Mr. Joe Gilliam, Clerk of Courts, presented the following agenda changes:
 1. Addition: Budget Recap since last budget workshop
 2. Addition: DR420, Tax Increment Adjustment Worksheet
 3. Addition: Options for proposed raises

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve the agenda changes as presented. Motion carried unanimously.

Budget Recap

Ms. Jacki Johnson, Finance Director, presented a FY 2012-2013 Budget Recap including any changes that have taken place since the last budget workshop on July 16, 2012.

Mr. Gilliam addressed the issue of the millage rates to be considered for Ad Valorem and MSTU on the Tax Increment Adjustment Worksheet. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas to approve using the Rollback Rate of 8.3429/mills for Ad Valorem and 1.0996/mills for MSTU, on the DR420, Tax Increment Adjustment Worksheet, for budgeting purposes; to allow the Chairman to sign the tax form package. Motion carried unanimously.

Library

Ms. Wilma Mattucci, Library Manager, requested that her part-time employee, Teri McIntyre, Library Technician, to go to 40 hrs per week. Discussion took place.

Bobby Crosby, County Administrator, recommends approval of this request.

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to approve the request to increase Terri McIntyre from 30 hrs per week to 40 hrs per week; this increase has been included in FY 12/13 proposed budget. Motion carried unanimously.

County Extension

The Board accepted, for consideration, the proposed budget from Marvin Weaver, County Extension Office, including an increase of \$1,000.00, for Volunteer Screening; total budget request \$177,856.00. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas to approve the budget request for the County Extension Office, in the amount of \$177,856.00. Motion carried unanimously.

Otter Springs

Mr. Gilliam updated the Board on the Quarterly Meeting with Suwannee River Water Management District and County Staff, regarding Otter Springs. He stated that SRWMD is on a different fiscal year than the County. Back in May 2012, a tentative budget for Otter Springs was submitted for their Boards' consideration, to go into effect July 1st.

Mr. Gilliam stated that the current proposed budget for Otter Springs hasn't change but by a small tweak, if any. There is a proposed wish list (presented as an additional handout), from County Staff, for Capital Improvement items. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to make a proposal to SRWMD for use of the Capital Improvement Funds, for Capital Improvements at Otter Springs, instructing the County Administrator to rank the "Wish List" and bring back a recommendation to the Board for further consideration. Chairman Langford called for a vote; Motion carried 4-1, with Commissioner D. Ray Harrison, Jr. voting NO.

Commissioner Durden requested that the County Administrator ask SRWMD what the problem is with the hay field; what do we need to do or what will they let us do.

Commissioner Sharon A. Langford requested that the County Attorney bring back a copy of the agreement with SRWMD, for reference of what can be done with the capital improvement money.

Hart Springs

Ms. Jacki Johnson, Finance Director, presented the proposed budget for Hart Springs, including keeping the Springs Restoration money in there, \$5,000.00 and the request for a diesel mower for \$12,000.00. Mitchell Gentry, Park Manager was present for discussion.

Commissioner Sharon A. Langford addressed the issue of pass holders being able to have access to the pool during the flood; and the pool rates/ages in addition to the purchase of a park pass. Discussion took place.

The Board accepted the proposed budget for Hart Springs as presented.

The Board agreed that during Flood Season (closing of the springs) those Spring Annual Pass holders could have access for the use of the pool.

Boat Ramps and Renovations

Ms. Jacki Johnson, stated that there is \$90,000.00 in Fund 7211, Boating Improvement, which is money collected by the Tax Collector on Boating Registration. These funds have been saved over the years and have been used for such things as engineering for boat ramp projects. Grants have been applied for boat ramp projects. Discussion took place.

Road Department

Mr. Billy Cannon, Road Department Superintendent, addressed the Board and discussed the proposed budget for the Road Department. Discussion took place.

The Board authorized balancing the Road Department budget with a transfer out from General Revenue.

Veteran's Services

Mr. Jim Mash, VSO, was present to discuss the budget for Veteran's Services. He did request an increase of \$1,500.00 which would allow the purchase of software to utilize upgrades for processing. Discussion took place.

Ms. Jacki Johnson presented the proposed budget for General Government, as well as Community Development, Other Buildings, Capital Outlay – Records Building, Transportation Impact, for FY 12/13, as follows:

General Government 1110

Ms. Johnson stated that one of the biggest differences in General Government is that the HR Position was moved from 2410 and the balance of the narrowbanding was also added.

Community Development 2410

Ms. Johnson stated that the Planners position is still vacant and HR Position was moved to 1110 and hours were reduced for the Building Officials. She stated that most of the change was salary changes.

Mr. Crosby explained the current work status of the Building Department. Commissioner Sharon A. Langford asked if Mr. Crosby had cut the hours back for the Building Officials to the same hours that were utilized/approved as for the hours worked in Dixie County. Mr. Crosby stated that the Building Officials are currently cut back to 32 hrs a week.

Commissioner Sharon A. Langford was under the impression that the County Administrator was to cut back the weekly hours as directed by the Board a couple of months ago. Discussion took place on the weekly hours to be utilized by the Building Inspector Officials. No action taken at this time.

Other Buildings – Operations 1930

Ms. Johnson stated that one of the things that was requested was funding for a roof replacement on the Commissioners Building and the Chamber Building. An estimate of \$47- 49,000.00. Discussion took place.

Another thing that was requested was funding for Contract Mowing. Ms. Johnson stated that \$10,000 was included in the budget for this service; for out lying areas (voting

precincts, boat ramp parks, rodeo arena; basically everything except IN town properties). Then in addition was repair and maintenance of the boat ramp and small parks; roofs on shelters, bathrooms, etc. Discussion took place.

Capital Improvements

Ms. Johnson stated that there are two (2) items in Capital Improvements right now; the Records Building, \$300,000 (Capital Impact Money) and the \$88,395 for part of the Trenton EMS station living quarters.

Mr. Gilliam updated the Board on the estimates received on the Records Building. He stated that he will come back with some changes that are being considered including the size of the building and a few other things.

Transportation Impact

Ms. Johnson stated that right now there is \$95,000 left in Transportation Impact. Discussion took place.

Fire

Discussion took place as Mr. Crosby explained the position of the Rotating Volunteer and the additional \$16-17,000.00 included in the proposed budget, for this position. A full job detail/description will be presented in the Fire Plan, for the Boards information.

Raises/Cost of Living

Ms. Johnson and Mr. Gilliam presented different options for the Board's consideration on Cost of Living Estimates for 2013; figures based on 1%, 2%, \$500 or \$1,000. Discussion took place; no action taken at this time.

Insurance Update

Mr. Gilliam presented an insurance update and will bring back more information at a later date.

Adjourn

With no further business/discussion the Budget Workshop was adjourned at 3:20 p.m.

Gilchrist County
Board of County Commissioners

Attest:

Joseph W. Gilliam, Clerk of Court

Tommy Langford, Chairman