

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD JULY 24, 2014**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on **Thursday, July 24, 2014** 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. Chairman</i>
<i>District III</i>	<i>Commissioner Todd Gray, Vice Chairman</i>
<i>District IV</i>	<i>Commissioner John Rance Thomas</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas</i>

Others in Attendance

Todd Newton, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Deputy Clerk/Board Secretary; Wesley Roberts, Deputy Clerk/Finance; Sarah Eastman, Deputy Clerk/Finance; Bobby Crosby, County Administrator; Terri Hilliard, Administrative Assistant; David Lang, County Attorney; Chief Mitch Harrell, Fire/Ems; David Peaton, Director of Emergency Management; Carrie Mizell, Gilchrist County Journal; Sheriff Bobby Schultz, Jeannine Pfannschmidt, Admin. Asst. and Lt. Jeff Manning, GCSO; Billy Cannon, Road Department Superintendent; Mitchell Gentry, Hart Springs, Manager; Damon Leggett, Property Appraiser; Connie Sanchez, Supervisor of Elections; and Ron McQueen, Fanning Springs Fire Rescue.

Call to Order

Chairman D. Ray Harrison, Jr., called the budget workshop to order at 1:03 p.m. and Sheriff Bobby Schultz delivered the invocation and Commissioner Sharon A. Langford led the pledge of allegiance.

County Attorney, David Lang, was not present at today's workshop.

Budget Workshop

The purpose of this workshop was to discuss the FY14/15 Proposed Budgets, for the following departments:

Constitutional Officers
County Extension
Hart Springs
Road Department
Self-Insurance
Other Departments

All recommendations will be considered during the budgeting process and any changes will be presented at future workshops, for the Boards' further consideration.

Budget Recap

A Budget Recap was presented for the Boards' information, for FY2014-2015, reflecting the following changes made after the July 21st Budget Workshop:

- Fund 001 Dept. 2510 Remove EM Ops Mgr. pay raise \$5,079*
- Fund 190 Dept. 2917 Remove E911 Ops Mgr. pay raise \$896*

*The above reductions in EM and E911 do not result in overall reductions to the general fund or the E911 fund as they must be used for other budget line items due to grant and statutory restrictions

Constitutional Officers Revised Budget Proposals

Property Appraiser: Mr. Damon Leggett addressed the Board and explained his budgeting process as regulated by the State. At this time, he had no net reduction to his proposed budget, as submitted.

Supervisor of Elections: Ms. Connie Sanchez addressed the Board and presented a net reduction, in the amount of \$7,450, in her revised budget.

Tax Collector: Ms. Barbara Merritt submitted a revised budget with a net reduction, in the amount of \$2,500.

Sheriff: Sheriff Bobby Schultz addressed the Board and explained the budget cuts that were made for his revised budget. He stated that they took out CAD, the raises, increase for communication officers, \$3,000 off for the care of prisoners and \$5,000 for utilities but leaving in 3 positions requested and asking for two new vehicles, \$75,000 and Special Services (Attorney's Fees). Sheriff Schultz stated that making these revisions puts his budget request at a 2% increase which is less than the 10% increase in original budget request. Discussion took place.

Chairman Harrison thanked the Constitutional Officers for their cooperation in producing a revised budget and all reductions will be considered during the budgeting process.

County Extension

Mr. Crosby presented the revised budget for the County Extension Fund 3730, in the amount of \$205,808 which was \$24,611 less than the original proposed budget that was submitted; the reductions included taking out an agent pay increase and the request for a truck. Discussion took place.

The Board accepted the revised budget for the County Extension, as presented, for further consideration during the budgeting process.

Hart Springs

Parks & Recreation – 7210

Mitchell Gentry, Hart Springs Manager, presented a revised budget, in the amount of \$336,705, which is less than the original proposed budget by \$5,000; that was for a welder. Discussion took place.

The Board accepted the revised budget for the Hart Springs, as presented, for further consideration during the budgeting process.

Road Department

Road & Street Facilities – 4110

Mr. Billy Cannon, Road Department Superintendent, presented a revised budget, in the amount of \$1,897,715, which is \$95,005 less than the original budget request. Reduction included removing the position of Lt. Duty Maintenance \$35,005 and a Service Truck, \$60,000* (*reduces revenue for loan).

Ms. Johnson, Finance Director, explained the revenue for loan proceeds regarding the purchase of a grader.

Mr. Cannon would like to keep the current grader instead of trading it in.

Ms. Johnson clarified that the budget does not include a trade in. Discussion took place.

The Board accepted the revised budget for the Road Department, as presented, for further consideration during the budgeting process.

Self-Insurance Fund – 501

Mr. Newton presented the numbers for the Self Insurance Fund, including Professional Services, Claim Expenses and Total Operating Expenses for FY 2014, in the amount of \$1,200,000 and FY 2015, in the amount of \$1,160,747.

Mr. Newton also stated that numbers do not reflect our actual cost at this point due to we haven't received firm numbers from Florida Blue regarding what our expected claims are going to be as well as administrative costs; we are currently looking at an increase somewhere around \$130,000 and hoping to be below that.

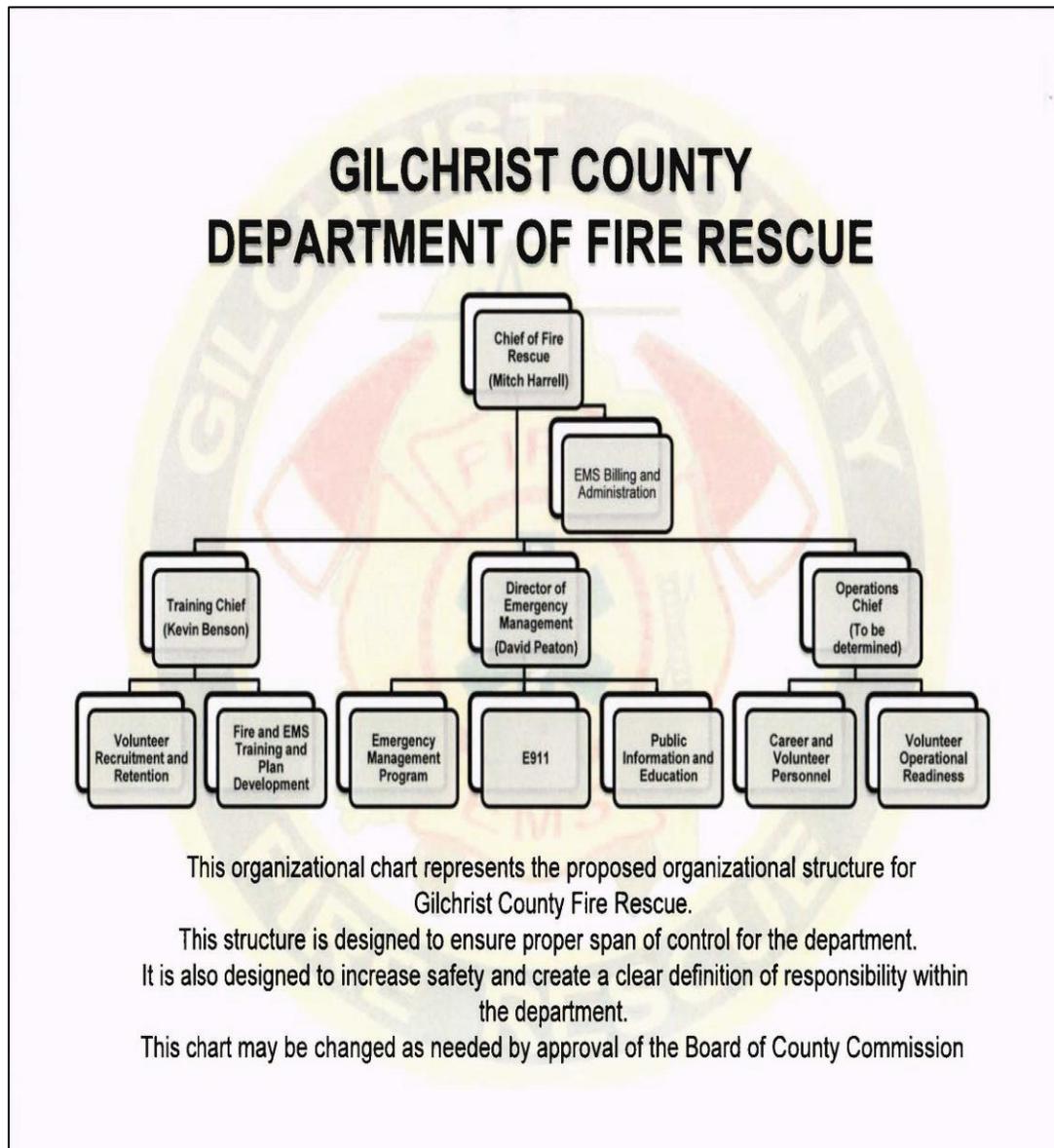
Other Departments

Fanning Spring Fire Department: Ron McQueen, Fanning Springs Fire Chief, addressed the Board and requested their annual budget to include an addition of \$10,000 per year as well as a onetime contribution **or** payment to equal \$25,000 for a new squad purchase. Mr. McQueen also presented statistics on calls answered for 2014 and prior years of service.

Discussion took place.

The Board recommended that Chief McQueen meet with Chief Harrell to determine numbers and bring back a budget request for further consideration.

Gilchrist County Fire Rescue: Chief Mitch Harrell brought back information, as directed, regarding an organizational structure, for Gilchrist County Fire Rescue. He presented the following organizational chart, for the Gilchrist County Department of Fire Rescue:



Discussion took place on the proposed restructuring; also the consideration of surplus vehicles.

The Board requested that Chief Harrell bring back a list of vehicles for their consideration of vehicles to be surplus.

Clerk's Revised Budget

Mr. Todd Newton, Clerk of Court, presented a revised budget with a net reduction of \$52,700.00. He explained that he was able to find \$8,300.00 (from Personal Services, Operating and Capital Outlay), in reductions, but more importantly, in the Title IV Fund, there is a reserved balance that he can use to reduce his budget back to a continuation budget from last year. This isn't something that can be done every year. Funds can be re allocated in order to operate. With these revised changes, the Clerk's budget for FY 14/15 was \$367,200.

Meridian Behavioral Healthcare, Inc.

Mr. Newton presented the budget request from Meridian for FY 2014, as requested to be brought back, for the Boards' information. FY 2014 budget request was in the amount of \$50,000. Ms. Jacki Johnson, Finance Director stated that their request for FY 2015 was in the amount of \$74,531. Discussion took place.

It was consensus of the Board to fund the budget request for FY 2015, in the amount of \$50,000, for Meridian Behavioral Healthcare, Inc.

L.A.R.C. Mr. Newton stated under Mental Health, there is also the budget request for LARC, in the amount of \$1,000. Board agreed that budget requests presented this year at the same amount as last year are considered approved.

Gilchrist County Health Department

Mr. Newton presented the budget request for the Gilchrist County Health Department, in the amount of \$100,000. The budget request for last year was in the amount of \$83,889, which was the same as the prior year. Mr. Newton stated that the increase this year is to fund a dental program for children. Discussion took place.

It was consensus of the Board to fund the budget request for FY 2015, in the amount of \$83,889, for Gilchrist County Health Department.

Additional Information

Gilchrist County Retirement Comparison: Ms. Jacki Johnson, Finance Director, presented, as requested from the Board, a comparison of the retirement rate for FY2014 vs FY2015. There was an increase of \$129,075.00 from FY14 to FY15. Ms. Johnson also presented a Cost Distribution for Communications Budget 2014.

Discussion took place. Informational purposes only; no board action taken.

Budget Workshop Dates

Mr. Newton asked that the Board check their calendars for next available dates for future workshops.

The next **Budget Workshop** will be scheduled for **Monday, August 4th at 9:00 a.m.**

Mr. Newton also asked for potential areas to be considered to allow the Finance Department to prepare for workshop.

Topics of discussion to include a comparison of changes made for all departments and Constitutional Officers; and budget recap.

Adjourn

With no further business/discussion a ***motion was made by Commissioner John Thomas, seconded by Commissioner Todd Gray***, to adjourn the Budget Workshop. Chairman Harrison then adjourned, with a 5 -0 vote, at **3:26 p.m.**

Gilchrist County
Board of County Commissioners

D. Ray Harrison, Jr., Chairman

Attest:

Todd Newton, Clerk of Court