

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD JULY 15, 2015**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on **Wednesday, July 15, 2015** at **9:00 a.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 Todd Gray, Chairman</i>
<i>District IV</i>	<i>Commissioner Marion Poitevint</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas, Vice Chairman</i>

Others in Attendance

Todd Newton, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Deputy Clerk/Board Secretary; Richard Romans, Deputy Clerk/Finance; Bobby Crosby, County Administrator; Terri Hilliard, Administrative Assistant; David Lang, County Attorney; Mitchell Gentry, Hart Springs Manager; Chief Mitch Harrell, Fire/EMS; David Peaton, E911/Director of Emergency Management; Terrie Deen, Michael McElroy and Karen Jones, GC Chamber of Commerce; Barbara Locke, Gilchrist County Health Department; Scott Guthrie, SVL; Charlie Perez; Katherine LaBarca; Maggie LaBarta and Patricia Yates, Meridian Behavioral; Betty Clark, Maryanne Reynolds and Betty Ramey, Bell Library Volunteers.

Call to Order

Chairman Todd Gray, called the budget workshop to order at 9:00 a.m. Commissioner Kenrick Thomas, delivered the invocation and Commissioner Sharon A. Langford, led the pledge of allegiance.

Budget Workshop

The purpose of this workshop was to discuss the FY15/16 Proposed Budgets; Department Heads were present for discussion.

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

Budget Recap

Mr. Todd Newton, Clerk, presented the changes made after the 7/13/15 Budget Workshop, which reflected an increase in General Fund, in the amount \$26,134; changes are a result of the State posting updated revenue projections. Mr. Newton then presented and reviewed a Budget Recap for Fiscal Year 2015-2016.

Proposed Budget Presentations...

Mr. Newton addressed/presented, for discussion, the proposed budgets, for the following departments. If changes were considered, direction from the Board would be pursued allowing the Finance Department to move forward with adjusting the proposed budget to reflect changes.

10:00 a.m. Health Department

10:30 a.m. Meridian Behavioral Healthcare, Inc.

Other Departments

Character Council*

Chamber of Commerce*

Early Learning Coalition*

Suwannee Leagues*

Gilchrist Historical Society*

Bell Library*

Gilchrist Food Pantry*

Grace Ministry*

SREC Advisory Council*

Emergency Management

Fire services

Emergency Medical Services

E911

Discussion on Proposed Millage 2016

Any Other Departments/Subjects

Hart Springs – 7210

Mr. Newton stated that the proposed/requested budget for Hart Springs, in the amount of \$301,005.00, included the 10% reduction as requested by the Board. Mr. Mitchell Gentry, Park Manager, was present for discussion. No changes were made to this budget request.

Aid to Private Organizations* (as noted above)

The Aid to Private Organizations budget requests were presented as follows; which also included budget requests from North Central Florida Regional Planning Council, Bell FFA Alumni, Trenton FFA Alumni and Well Florida Council.

<u>Private Organization</u>	<u>FY 2015</u>	<u>FY 2016</u>
North Central Florida Planning Council (Dues)	\$ 4,810	\$ 4,810
Character First Council	850	850
Chamber of Commerce	15,000	15,000
Early Learning Coalition	4,750	4,750
Suwannee Leagues	25,650	25,650
Gilchrist County Historical Society	1,500	1,500
Bell Library	4,250	4,250
Senior Citizen Pantry	12,000	12,000
Grace Ministry	10,000	10,000

Bell FFA Alumni	2,500	2,500
Trenton FFA Alumni	2,500	2,500
Well Florida Council	1,210	1,230
SREC Sr. Advisory Board	1,200	1,200

It was the direction of the Board that the Clerk/Finance Department request financial statements from the Gilchrist Historical Society and a letter from Senior Citizen Pantry (Bread of the Mighty Food Bank) explain use of funds.

It was consensus of the Board, to adhere the 10% reduction in budget requests, straight across the board, with the exception of removing (not funding) Character First Council, Early Learning Coalition and Grace Ministry; and if requests for financial statements and letter of explanation are not received from those that have been asked, their budget request will be removed.

Emergency/Disaster Relief – 2510

Emergency Management Director, David Peaton, addressed the Board and presented/discussed the proposed budget, for Emergency/Disaster Relief, in the amount of \$199,043; this includes all grants and the County's funds (\$49,278 from General Fund required by statute) as well. Discussion took place. No changes.

E911 – 2917

Mr. Peaton stated that the entire budget for E911, is revenue. The presented FY2016 proposed budget, for E911, was in the amount of \$612,044 (no funds from General Fund). Discussion took place. No changes.

Fire Services - 2210 & 2552* (Fund 122)

Chief Mitch Harrell, Fire Rescue, presented the FY2016 proposed budget request, in the amount of \$664,960, for Fire Services; he stated that all funds come from Fire Assessment, nothing from General Fund.

Chief Harrell also stated that \$125,000 has been aside, in the budget, earmarked for a down payment on the tanker and \$25,000 to update and replace the Burn Facility. Discussion took place.

No changes to this budget request.

Fire Services Fund Balance Analysis

At this time, Mr. Newton presented and reviewed the Fire Services Fund Balance Analysis, as follows:

	2011	2012	2013	2014	2015 (Est)	2016
Revenues/Transfer In	\$583,516	\$581,090	\$576,747	\$783,546	\$582,285	\$577,971
Expenditures/Transfers Out	\$564,023	\$518,618	\$512,492	\$816,699	\$604,038	\$587,934
Fund Balance	\$266,638	\$329,110	\$393,365	\$360,212	\$338,459	\$328,496

Ms. Jacki Johnson, Finance Director, reminded the Board that this figure doesn't include any future needs; no reserve is being built up, for future needs. Discussion took place.

10:00 a.m. Time Certain

Gilchrist County Health Department – 6210

Mr. Newton stated that last year's budget was approved at \$89,389. The request for current budget year is a continuation budget; this budget request did not include a 10% reduction from last year's budget.

Ms. Barbara Locke, Gilchrist County Health Department Director, addressed the Board stating that they are not asking for any additional funds in this current year budget request. She also stated that she was not aware of the 10% reduction request.

Chairman Gray explained the request for a 10% reduction. Ms. Locke stated that she will go back and review their budget and look for a reduction.

Break...

Back to Order...

Fire Services – 2240 (Fund 122) Trenton and Fanning Springs Contracts

Mr. Newton addressed the issue of the Fanning Springs and Trenton Contracts. He stated that last year's budget was \$81,974; \$50,000 to Fanning Springs and \$31,974 to the City of Trenton. Chief Harrell explained the increase to Fanning last year (call loads helping Gilchrist County). Discussion took place.

No change to this budget request.

EMS; Ambulance/Rescue Services – 2620 (Fund 410)

Chief Harrell explained that the budget request of \$1,979,716 included \$200,000 being transferred from Fund 301 to Fund 410, which was originally for the EMS Station on US 129. He also stated that they are looking to purchase a new ambulance and an additional \$10,000 to mount a box, for a training module. Discussion took place.

No changes to the budget request.

Ambulance/Rescue Fund Balance Analysis

Mr. Newton presented and reviewed the Fund Balance Analysis for EMS, Ambulance/Rescue as follows:

	2011	2012	2013	2014	2015 (Est)	2016
Revenues / Transfers In	\$1,744,851	\$1,750,166	\$1,810,684	\$1,639,112	\$2,002,853	\$1,963,626*
Expenditures / Transfer Out	\$1,680,002	\$1,644,903	\$1,752,933	\$1,894,727	\$1,965,481	\$1,979,716
Fund Balance	\$ 449,063	\$ 554,326	\$ 612,077	\$ 356,462	\$ 393,834	\$ 377,744

* NOTE: Revenues include \$200,000 (one-time) Transfer In from Capital Projects, reducing the Trenton Station Budget

Chief Harrell explained the need/reason for ambulance purchases on an annual basis. Ms. Jacki Johnson reminded the Board that EMS is dual funded, by MSTU (based on property

values) and the ambulance fees that are collected. Part of this fund balance was affected by the drop in property values; undergoing a recovery period just like General Fund.

General Revenue – Discussion on Proposed Millage Rate Changes for 2016

Mr. Newton moved forward with a continued discussion on the Proposed Millage Rate for 2016. He presented the following, for the Boards information and consideration:

General Revenue – Discussion Proposed Millage Rate Changes for 2016

Gross Taxable Value for 2014		\$589,445,570
Gross Taxable Value for 2015		<u>\$596,748,669</u>
	Increase	\$ 7,303,099
Ad Valorem Proceeds @ stated millage		
8.5000	2014	\$ 5,010,287
	2015	<u>\$ 5,072,364</u>
	Increase	\$ 62,076
Roll-Back Rate		
8.5185	Proceeds	\$ 5,083,404
	Increase	\$ 73,116

<i>What if . . .</i>	Proceeds	Increase
Millage rate is increased to:		
9.0000	\$5,370,738	\$360,451
9.5000	\$5,669,112	\$658,825
10.0000	\$5,967,487	\$957,199

Mr. Newton stated that a proposed millage rate has to be determined by tomorrow or next workshop on August 4th.

He stated that the proposed budget book was based on the recommended millage rate of 9.985; that's what it would take based on the current budget book, not including the few changes made up to this point. Mr. Newton stated that we are still not there, but there has been a change in direction. Discussion took place.

At this time, Mr. Chairman moved forward with the scheduled time certain; discussion continued on proposed millage rate shortly thereafter.

10:30 a.m. Time Certain

Mental Health – 6310

Mr. Newton stated that this proposed budget, in the amount of \$54,845 funds both Meridian Behavioral Health, \$53,845 and LARC (Levy Association for Retarded Citizens), \$1,000.

Ms. Maggie Labarta, Meridian Behavioral Director, addressed the Board and presented information in support of their annual funding request. This year's proposed budget request included a 2.46% increase over last year's amount by \$3,845.

The Board informed Ms. Labarta that a request has been made asking everyone to cut their budget by 10% for 2016.

Ms. Jacki Johnson stated that Staff did not direct everyone to cut their budget request by 10%. Staff was directed, by the Board, to inform Constitutional Officers and Board Departments to cut their proposed budgets by 10% of last year's budget.

Discussion took place.

It was consensus of the Board to request that Meridian to resubmit their budget request by 10% off of the \$54,845.

Budget Workshop

Mr. Newton reminded the Board that another Budget Workshop has been scheduled for presentation of the proposed budgets for Constitutional officers and Other Departments, tomorrow, Thursday, July 16, 2015, at 1:00 p.m.

This conclude the budget proposed budget presentations, at this time.

Adjourn

With there being no further business, Chairman Gray adjourned the budget workshop at **10:49 a.m.**

Attest:

Todd Newton, Clerk of Court

Gilchrist County
Board of County Commissioners

Todd Gray, Chairman