

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD AUGUST 17, 2017**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Budget Workshop** on **Thursday, August 17, 2017** 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:

<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 Marion Poitevint</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas</i>

Others in Attendance

Todd Newton, Clerk of Court; Richard Romans, Director of Finance; Patty McCagh, Deputy Clerk/Board Secretary; Bobby Crosby, County Administrator; Donna Creamer, Administrative Assistant; David Lang, John Ayers, Gilchrist County Journal; Sheriff Bobby Schultz, Jeannine Pfannschmidt, Admin. Asst. to the Sheriff and Captain Sheryl Brown, GCSO; Lou Leone, Road Department Superintendent; Connie Sanchez, Supervisor of Elections; and Damon Leggett, Property Appraiser.

Call to Order

Chairman D. Ray Harrison, Jr., called the budget workshop to order at 3:00 p.m. Mr. Todd Newton, Clerk of Court delivered the invocation and Mr. David Lang, County Attorney led the pledge of allegiance.

Budget Workshop

The purpose of this workshop was to discuss the FY 17/18 Proposed Budgets, for the following subjects: (*Department Heads were present for discussion*)

Transportation Fund
Millage Rate Discussion
Fund Balance Discussion
Other Department/Subjects(Issues)

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

Budget Recap: Mr. Newton provided a Budget Recap reflecting numbers since the last budget workshop, for the Boards' information.

Fund Balance Policy: Mr. Newton stated that at the last workshop it was questioned if our fund balance is comparative to the percentages of other county budgets. Mr. Newton presented the numbers and percentages (of various counties) of the General Fund Balance for the respective County as a proportion to the 2017 General Fund County Expenditure Budget. Discussion took place.

Balance Analysis for 2017-2018: Mr. Newton presented and discussed the issue of Target Setting concerning percentages in relation to the Fund Balance Policy.

Mr. Newton informed the Board that additional cash carried over the reserve is set by Board discretion, but cannot be greater than 5% designated. The policy limits the Additional Cash Carry Over Reserve to 20% of total projected expenditures.

It was suggested that the 5% be taken out and those funds be considered (ear marked) for use of the new jail project. Fund Balance Policy will be brought back for Board approval/vote, at a future meeting.

Changes after 08/03/17 Budget Workshop: Mr. Newton presented and discussed the changes made after the August 3rd budget workshop. He stated that a majority of the changes affected General Fund. Discussion took place.

Letter of Intent: Mr. Newton addressed the issue of the Board approving a *Letter of Intent*, for the Transportation Department, regarding a Limber; and discussion took place on a Front-End Loader. Mr. Crosby, County Administrator and Mr. Lou Leone, Road Department Supervisor were present for discussion.

General Fund / Road Department Budget Revenues and Expenditure Analysis: Mr. Newton presented a Budget Analysis 2017-2018 for General Fund / Road Department. He stated that the totals exclude the Balance Forward from revenue and the reserve for Cash Forward from expenditures. The numbers presented are the budgeted revenues and expenditures for the 2018 budget and that the excess adds to or utilizes the Fund Balance to cover expenditures. He also presented the number transferred from the General Fund to the Road Department.

Sheriff: Mr. Newton presented the Sheriff's proposed budget as submitted with an overall increase of 16.7%; this percentage includes an FRS increase but no increase in insurance. Sheriff Schultz was present for discussion. Sheriff Schultz asked for the Board to consider the use of his return of excess funds, if any, to be considered for the jail project.

General Revenue – Fund Balance Analysis: Mr. Newton presented the numbers including Revenues / Expenditures, Fund Balance and the Change in Fund Balance; the number presented for 2018 included the transfer to Transportation Fund.

Fund Policy: Mr. Newton stated that this would be a good time to discuss and determine if the Fund Policy is something that would benefit the County. Discussion took place.

General Revenue – Discussion on Proposed Millage Rate Changes for 2018: Mr. Newton requested direction from the Board on the approval of Millage Rates.

It was the consensus of the Board, at this time, to go with the recommendation to stay with the 9.5 millage rate.

Additional Workshop Dates: Mr. Newton stated that the next budget workshop is scheduled for Monday, August 21st at 3:00 p.m. And that a regular Board Meeting will also be on August 21st at 4:00 p.m.

Adjourn

With there being no further business... a motion was made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas to adjourn. Chairman Harrison adjourned the budget workshop at **3:58 p.m.**

Gilchrist County
Board of County Commissioners

Attest:

Todd Newton, Clerk of Court

D. Ray Harrison, Jr., Chairman